

GO FURTHER

Issue 04 | Autumn 2022

Adult Education at The Manchester College

MAKE IT WORK

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CONTENTS

Introduction from Michael Walsh, Vice Principal	4
Why Choose Us?	5
Our Campuses	6
Finance Explained	8
Meet The Tutor	10
How to become a Personal Trainer	11
Student Spotlight	13
Student Careers Service	14
Our Courses	16
MOL	24
Total People	25
UCEN Manchester	26



HELLO,

Welcome to the latest edition of Go Further, the termly magazine from The Manchester College. Here you can find out everything you need to know about adult education and career development, the support available to you, and hear from someone who has already taken the plunge.

September sees the start of our new academic year. Like many colleges, training centres and educational institutions up and down the country, we welcome new students through our doors. I'm always inspired by the diverse range of people who join us, each with their own individual experiences and aspirational goals.

If you're thinking about retraining, looking for a new opportunity or challenge, or simply want to gain the skills to help you take your career to the next level, this edition will provide you with information on how The Manchester College can help make it possible.

Over the last few years, we have redeveloped our campuses in the north, east and south of Manchester and built our brand-new City Campus Manchester, creating state-of-the-art industry-standard facilities to ensure you are gaining the skills you need to start a new career or move forward in your current one.

We know everyone's circumstances are different, so each of our campuses is home to a team of knowledgeable and experienced careers and welfare experts who are fully committed to helping you every step of the way. The whole team is dedicated to offering you all the support and advice you need both academically and personally. You can find more information about our support services, including financial support, in this edition. We know finances are a priority for most of us at the moment and will play a major part in your decision; rest assured, there are lots of options available to support you.

Our Centre of Excellence for Adult Education offers courses in a huge range of subject areas, from Entry Level up to Level 6, as well as Access to Higher Education diplomas. Each taught by our supportive tutors who are experts in their field and many of whom have worked in the industry and still do. This means you'll find lots of opportunities to upskill in your chosen field or retrain for a new career, regardless of your current academic level or objective for returning to education.


Ultimately, our courses, our tutors, the support and advice we offer are all aimed at helping every student achieve their full potential. Whatever your circumstances and ambition we have opportunities to fit around your life and the support you need to succeed.

In addition to information on our campus redevelopments and facilities, in this edition of Go Further you'll also find:

- Finance and Funding Information
- Guidance on how to turn a Sports qualification into a career
- Your frequently asked questions, answered by our Student Careers Service.

We're here to make your dream possible and to make it work for you. I hope to see you soon.



Warm regards,

Michael Walsh
Vice Principal

WHY CHOOSE US?

As the number one college in Greater Manchester for overall achievement, when you join our Centre of Excellence for Adult Education you can benefit from professional tutors who are experts in their fields, but beyond that if you are considering studying at The Manchester College these are just a few of the top reasons why you should choose us:

Location

It's the city where Rolls met Royce, where the atom was first split, and where the first computer was ever made. It's full of history and yet constantly looking to the future, always buzzing and brimming with activities, events and festivals. With six campuses based in and around Manchester, it's the perfect place to pursue your dream career.

Student Careers Service

At The Manchester College, it doesn't matter what course you're studying, which campus you're at, or how old you are. Our dedicated and award-winning Student Careers Service provide specialist support, advice and guidance on a wide range of issues, concerns and worries.

Fees, Finance and Funding Support

Money matters can be a big concern for many of our students, but you don't need to worry. Our expert team can advise you on all kinds of financial issues, from course fees and helping you to budget, to getting support to help you afford your time at college.

Access to Industry Award

Depending on your personal circumstances and household income, you could be eligible for support from various bursaries we have in place through our Access to Industry Award. This includes travel support via TMC Go, which can help you get to and from college, as well as childcare support to help pay for nursery and childcare fees.

The Students' Union

The Students' Union (SU) is run by students, for students, and is here to support you. It provides fantastic opportunities for you to meet new people, get involved with campaigns and societies and aims to make your time with us even more enjoyable. The SU is not at one physical location. It is something you can join in with and be a part of at every campus.



Want to find out more?

Our next Adult Learner Open Event will take place on Thursday 24 November from 5pm – 7pm, where you can meet our supportive tutors, have a tour of our facilities and have a 1-to-1 with our Student Careers Service. Find out more about all the above and apply online:



OUR CAMPUSES

Over the last few years we have redeveloped our campuses in the east, north and south of Manchester, and built a brand-new campus in the city centre.

We're providing our adult learners with access to industry-standard facilities, in an environment that matches what you'd expect to see in the workplace, ensuring you are gaining the skills you need to start a new career or move forward in your current one.



City Campus Manchester

Our amazing, new state-of-the-art campus in Manchester city centre opened its doors in September. Situated in the very heart of the city centre, opposite the AO Arena, the campus is easily accessible from across the whole of Greater Manchester.

City Campus Manchester offers you an industry-standard experience, whether that's using the latest high-spec cyber-security lab and gaming technology, DJ classroom, 3D Modelling, fashion and pattern cutting workshops, the performance theatre at the heart of the campus or doing on-the-job training as you run our 40-seat restaurant.

Whatever your course, you'll be studying in facilities and using equipment that is equivalent to what you'll find in the workplace, with amenities that provide you with an environment to thrive in and feel fully supported to achieve your aspirational goals.



Openshaw Campus

Situated in the east of the city, close to the Etihad Stadium, our Openshaw Campus was refurbished in 2021. From a state-of-the-art mock hospital ward complete with industry-standard equipment to a fully-equipped mock nursery/early years setting, automotive facilities that replicate what you'd find in the workplace, an outdoor 3G multi-sports pitch with spectator seating and a huge college gym, our amazing industry-standard facilities provide a great environment for you to upskill or prepare for your future career.

City Labs

The Manchester College's Centre of Excellence for Medical Sciences, at the Citylabs laboratory complex in the heart of Manchester's Knowledge Quarter, is home to our School of Medicine, Health Sciences and Medical Engineering. Courses at the Centre of Excellence are Access to Higher Education Diplomas for adult students (aged 19+) and will prepare you to apply for medicine, dentistry, pharmacy, health and medical engineering subjects at degree level.

Harpurhey Campus

Situated in north Manchester, our Harpurhey Campus is made up of a bright modern building and the restored Grade II listed Harpurhey Baths. In 2022 we opened our Centre of Excellence for Hospitality and Catering at the campus with two state-of-the-art kitchens and a refectory run by our hospitality students. These amazing facilities added to the industry-standard environment at our campus, making it the perfect place for you to upskill or prepare for your future career.

Shena Simon Campus

Our Shena Simon Campus is located in the heart of Manchester close to Piccadilly Gardens. As the home for our Centre of Excellence for Business, this city centre location puts you on the doorstep of Greater Manchester's business hub, close to both our current employer partners and potential future employers, providing you with the perfect opportunity to gain an authentic experience of the business world while studying.

Wythenshawe Campus

Our south Manchester campus has been recently redeveloped with a new Centre of Excellence for Hair and Beauty and Centre of Excellence for Theatrical and Media Make-up. Our fantastic new industry-standard facilities include a state-of-the-art hair and beauty salon.



FINANCE EXPLAINED

Free Courses for Jobs: Do you meet the new eligibility guidelines?

We strongly believe finances should never be a barrier to your success. For anyone applying to college who is over 19 years old, some tuition and exam fees may apply, however, there are several opportunities to help you reduce or fully support your costs.

As part of the Government’s Lifetime Skills Guarantee, Free Courses for Jobs, (formally known as the National Skills Fund) has been made available to help adults access qualifications regardless of their financial circumstances.

In addition to this, the Greater Manchester Combined Authority has also provided funding to extend the offer of free qualifications available to adults (Greater Manchester Skills Fund).

What support is available?

Previously, any eligible adult who was 24 and over and has not previously achieved their first full Level 3 or equivalent qualification would have the opportunity to access the wide range of free courses to improve their career prospects.



Recently, the eligibility criteria has changed!

Now, adult learners can study for free if they are aged 19 or over and their course is their first Level 3 qualification OR if they earn less than £18,525 or are unemployed regardless of whether or not they already have a Level 3 qualification, making this funding support even more accessible!

The qualifications have been carefully selected to help improve your job prospects. They have good wage outcomes and address skills needs in the UK economy, delivering a wide range of skills in many jobs and sectors.

We are currently offering eligible courses in the following subject areas:

- Automotive
- Computing and Digital
- Construction and Engineering.

If you want to learn more about Free Courses for Jobs or any finance and funding support including the Advanced Learner Loan, take a listen to our podcasts where we explore the options available in more detail.

Listen now



How do I apply?

This will be discussed at the point of enrolment. You will be asked for evidence of income by showing either a P60 or wage slips. You may also be asked for evidence of residency by showing passports/visas etc.

Other funding options

Advanced Learner Loan

If you’re aged 19 or over and you’re starting a Level 3 or Level 4 course with us, you can take advantage of this loan which can be used to pay some or all the tuition fees for your course.

Access to Industry Award

If you are aged 19 or over and have a household income of less than £25,000 you could benefit from support paying for childcare, equipment, travel, tuition and exam costs.

Greater Manchester Skills Fund

If you’re aged over 19 and this is your first or second Level 3 qualification you could study for free with a range of courses to choose from that will allow you to develop new skills.

Find out more about the different options available to you at tmc.ac.uk/funding.



MEET THE TUTOR



Wendy Shepley
Hair and Beauty
Harpurhey Campus

Tell us a about your experience in the industry and education

I have been a Beauty Therapy lecturer at The Manchester College since 2006 but originally started teaching in 1999. I qualified in the beauty sector with a BTEC National Diploma in Beauty Therapy Sciences in 1994. I have worked in salons, spas and a variety of other settings, including other colleges.

How and why did you get into teaching?

Initially it was something I never really considered but an opportunity came my way and I grasped it. I had a great passion for the industry and felt it was something I wanted to share. I was also really inspired by my tutors whilst I was studying and thought, "there is no better opportunity than now." Something I hope readers might consider when it comes to returning to education.



Tell us why you're so passionate about your subject area?

The beauty industry is a multi-million-pound industry and there are so many careers out there for our learners, but for me working in the industry has taught me a lot about what else makes it so valuable.

Not only do the treatments we provide and teach make our clients look and feel good they also impact on their wellbeing. Every person should invest in themselves and allow time to pause and take a break and escape the stresses of everyday life and there is no better way than visiting a skilled professional in this field. As well as the obvious physical benefits from treatments there are also emotional benefits; visiting a therapist allows you to unwind and de-stress and take time out to focus on yourself.

What is the best piece of advice you can give to students who are considering returning to education?

Go for it, embrace the opportunity to set yourself new challenges to learn new skills and gain more knowledge. You will not regret it, I did it and have never looked back.

Why should adult learners choose to study at The Manchester College?

We have highly skilled approachable tutors that will listen, support and guide you on your learning journey.

HOW TO BECOME A PERSONAL TRAINER

Personal trainers are at the forefront of the fitness industry and while gym managers, sales staff, maintenance teams and receptionists are all vital, it is the trainer who is responsible for the client's enjoyment and results.

Writing exercise plans, taking clients through their fitness sessions and offering nutritional advice are just some of the tasks a personal trainer will perform daily.

If you have the passion and drive to work for yourself by transforming the lifestyles and health of others, here is some advice from our experts in sport.

Invest in education

Before you begin your career as a personal trainer, you need to gain a recognised qualification. There are a wide range of qualifications available from weekend courses to full-time degrees.

To be taken seriously by most prospective employers, the minimum you will need is a Level 3 Certificate in Personal Training and its prerequisite, a Level 2 Certificate in Gym Instruction. You need to have a Level 2 Qualification in Fitness Instruction first, so here at The Manchester College we offer the Level 2 and Level 3 combined. Making the learner journey more efficient and getting you set up for your career much quicker!

Build your client base

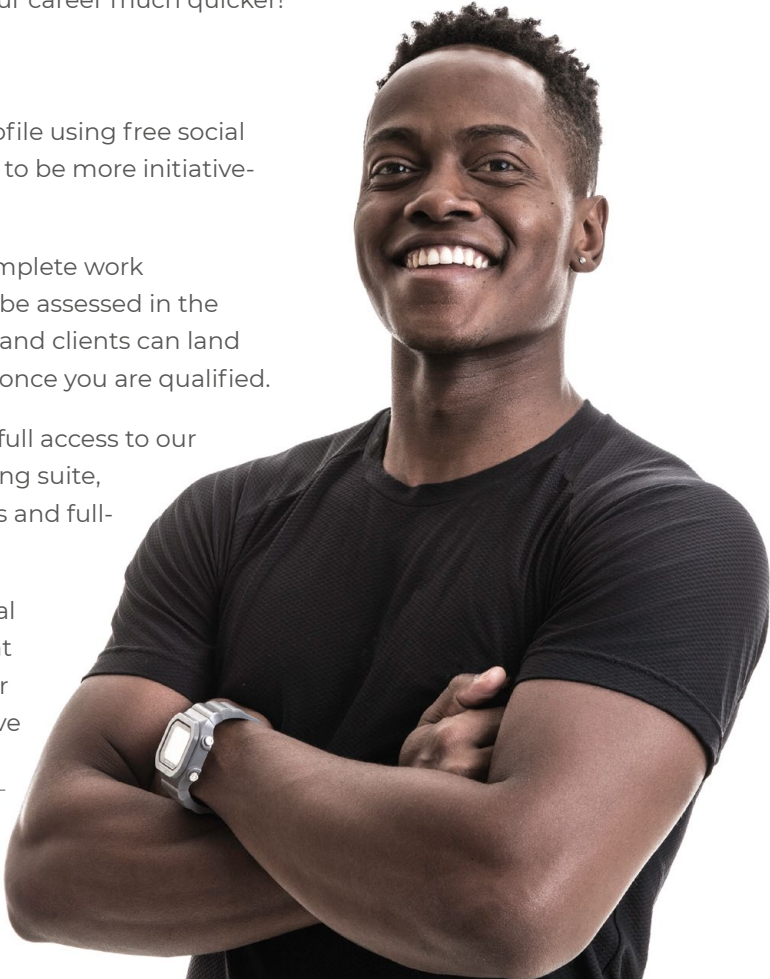
Personal Trainers need clients and while increasing your profile using free social media is a good and prominent place to start, you will need to be more initiative-taking if you want to attract new clients.

There are several ways to achieve this. We require you to complete work placement hours as part of your course, where you will also be assessed in the workplace. Making the right impression here on employers and clients can land you your dream job and ensure you have returning custom once you are qualified.

Adult learners at The Manchester College can benefit from full access to our brand-new industry-standard gym, strength and conditioning suite, sports hall with full-size basketball, netball and tennis courts and full-size 3G outdoor football pitch.

"At The Manchester College we have three qualified personal trainers in the department that have up to date and relevant industry knowledge, who can provide real-life experience for learners and put them in touch with employers. We also have state-of-the-art facilities, which are in line with industry."

Hayley Francis
Head of Department for
Sport and Public Services



If you are interested in the hair and beauty industry and want to have a look at our Hair and Beauty courses, head over to [page 19]

If you want to become a qualified personal trainer or are interested in studying a course to help you #GoFurther and better your professional offer such as Nutrition, Performance and Healthy Eating, see page [21] and apply online at tmc.ac.uk

Adult Open Event



**24 November
2022
5pm - 7pm**

REGISTER NOW



tmc.ac.uk

 The
Manchester
College®
be amazing



STUDENT SPOTLIGHT



We met with Jedd Francis, a Business and Professional student on a BTEC Introduction to Business course, to find out what he's enjoying the most and why he has returned to education as an adult learner.

Jedd Francis | Business and Professional

Why did you choose this course?

I chose this course because in my mind, it will equip me for my future. In five to ten years from now I want to set-up my own business. I'd like to be running my own car dealership, selling high-end cars like Mercedes Benz and BMW. I've always had a huge passion for cars.

What have you enjoyed most about your course?

I've loved everything about my course. It's given me a greater understanding of the business sector, taught me key core skills for starting my own business and it's also really flexible – I study Business for 2 full-days a week and was able to then pick up a maths and English course for another two days a week to further support my progression.

Why did you choose The Manchester College?

I chose to study at The Manchester College as it came highly-recommended by friends at work who heard great things! When I made my application, I worked at JD's Warehouse and Distribution Centre and there are a lot of transport links into the City Centre for the St John's Campus.

What are your plans for after the course?

To become a great businessperson, and follow my dreams from growing up, which to me include having great communication, time management, organisation skills. These were all things our tutors taught us during the introductory course.

After completing the introductory course my tutors made sure I'm aware of all the progression routes available to me including the Level 2 course, which is most likely the course I would go onto, but you can also progress onto other courses like Legal Studies, Accountancy or IT Support.

Would you recommend The Manchester College?

I'd recommend The Manchester College to anyone, there is a real sense of community here and the tutors are welcoming, experienced and knowledgeable so you feel like you are really learning a lot from them. The library and resources were great and I got to know a lot of people.

If you want to pursue a career in business like Jedd, we offer courses from Level 1 to Level 3, see page [17] for details.

STUDENT CAREERS SERVICE

Would you like free, award-winning careers advice?

The College's Careers and Employability Strategy captures our ambition and commitment to provide you with the very best experience to equip you with the ability to secure your career goals.

During your time with us, you can book to see one of our fully-qualified careers advisors who can help you choose the right course, plan your next steps on the road to employment, or discuss different careers options.

Whether you are planning to go to university, move up to the next level qualification or move into employment, getting the right advice is essential.

We put our heads together with our Student Careers Service to find out what information our adult learners are looking for when they come in for support and advice.

So, what kind of questions tend to be the most popular?

Question: Can I get funding to do a course?

Answer: For most adult courses we will have options available to help support you, from exploring employer-funded options, fully-funded tuition if you are studying a Level 3 course for the first time, to the Advanced Learner Loan. We will look at the best options for you.

Question: Is there any financial support available?

Answer: We offer travel and childcare funding to all eligible students and in addition we offer support to remove any barriers to your learning with a hardship fund. This is based on need and an assessment. See the [Fees and Finance](#) pages on the website for more details and to find out if you are eligible.

Question: I claim welfare benefits, can I study?

Answer: In most cases, yes. However, its vital you speak with your advisor at the Job Centre before undertaking any study as this may affect your ability to claim benefits.



Question: I have heard that I can get a Council Tax Exemption Certificate. Is this true?

Answer: The local authority sets the rules around Council Tax Exemption Certificates, and it says that you must be studying for 21 hours a week, if aged 19 or over to qualify. Unfortunately, most adult courses will not qualify but we suggest seeing an advisor on campus.

Question: I have a qualification from overseas, how can I find out what this will be equivalent to in the UK?

Answer: We use a system called NARIC which allows advisors to tell you what your overseas qualification would be classed as in the UK. Advisors will give you a printout to show your tutors.

High quality Careers Education Information, Advice and Guidance (CEIAG) is fundamental to the success and sustained employment choices. We aim to align our strategy to industry standards and expectations, influenced by local employer engagement and made current by the evolving Labour Market.

Our intent is to supply high-quality careers guidance and employability education at the right point in your journey.

If you want to learn more about our Student Careers Service or to speak to an advisor, please email:

 careersandwelfare@tmc.ac.uk

OUR COURSES

The following pages list the adult courses we offer, their start dates and the campuses they are delivered at. Entry requirements for your chosen course can be found at **tmc.ac.uk**.

Course Title	Level	Award	Length	Campus	Start date
ACCESS TO HE					
Business	3	Access to HE Diploma	1 year	Shena Simon	September
Business (Pre-Access)	2	Pre Access Certificates	1 year	Shena Simon	September
Careers in Social and Community Work	3	Access to HE Diploma	1 year	Openshaw	September
Combined and Medical Science	3	Access to HE Diploma	1 year	CityLabs Online	September
Education	3	Access to HE Diploma	1 year	Shena Simon	September
Engineering	3	Access to HE Diploma	1 year	CityLabs	September
English, Writing and Media	3	Access to HE Diploma	1 day	Shena Simon	September
Environmental Science	3	Access to HE Diploma	1 year	Shena Simon	September
Health and Physiotherapy	3	Access to HE Diploma	1 day	Openshaw	September
Health and Social Care Professions (Pre-Access)	2	Pre Access Certificates	1 year	Shena Simon	September
History and Archaeology	3	Access to HE Diploma	1 year	Shena Simon	September
Hospitality, Leisure and Tourism	3	Access to HE Diploma	1 year	Shena Simon	September
Humanities	3	Access to HE Diploma	1 day	Shena Simon	September
Law, Politics and Crime	3	Access to HE Diploma	1 day	Shena Simon	September
Medicine, Dentistry and Pharmacy	3	Access to HE Diploma	1 year	CityLabs	September
Nursing and Midwifery	3	Access to HE Diploma	1 year	Openshaw	September
Radiography; Orthotics and Prosthetics	3	Access to HE Diploma	1 year	CityLabs	September
Skills for Further Learning and Employment in Humanities (Pre-Access)	2	Extended Certificate	1 year	St John's	September
Skills for Further Learning and Employment in Science and Engineering (Pre-Access)	2	Extended Certificate	1 year	CityLabs	September
Social Science	3	Access to HE Diploma	1 year	Openshaw	September
Veterinary Science and Zoology	3	Access to HE Diploma	1 year	Shena Simon	September

Courses at Shena Simon and Openshaw will start the 22/23 academic year at St John's Campus until 23 January onwards.

AUTOMOTIVE					
ATA Body/Paint/Met Pre-test	2	Personal and Professional Development	1 day / half day	Openshaw	April May
ATA Body/Paint/Met Referral	2	Personal and Professional Development	1 day	Openshaw	May June
ATA Light Vehicle	1	Personal and Professional Development	1 day	Openshaw	September - July
ATA Refrigerant Handler	2	Personal and Professional Development	1 day	Openshaw	August
ATA Senior MET*	3	Personal and Professional Development	1 day 2 days	Openshaw	April May
ATA Senior Panel*	3	Personal and Professional Development	1 day	Openshaw	April May
Auto-Electrical and Mobile Electrical	2	Diploma	1 year	Openshaw	September

Auto-Electrical and Mobile Electrical	2	Diploma	6 weeks	Openshaw	April June
Auto-Electrical	3	Diploma	6 weeks	Openshaw	August
Auto-Electrical and Mobile Electrical Principles	3	Diploma	1 year	Openshaw	September
Basic Vehicle Checks	Entry	Personal and Professional Development	1 day	Openshaw	December June
Classic Vehicle Restoration Principles	2	Diploma	1 year	Openshaw	September
Electric/Hybrid Vehicle Routine Maintenance Activities	2	Award	1 week	Wythenshawe	August
Light Vehicle Maintenance and Repair Principles	3	Diploma	1 year	Openshaw	September
Paint Technician	-	Personal and Professional Development	1 day	Openshaw	June August
Panel Technician*	2	Personal and Professional Development	2 days	Openshaw	August
Refrigerant Handler	-	Personal and Professional Development	1 day	External	April
Resistance Spot Welding	2	Personal and Professional Development	1 day	Openshaw	June
Senior Paint	3	Personal and Professional Development	1 day	Openshaw	April May
Senior Panel Technician	3	Personal and Professional Development	2/3 days	Openshaw	April May June
Transport Maintenance	1	Diploma	1 year	Openshaw	September
Vehicle Accident Repair	1	Diploma	1 year	Openshaw	September
Vehicle Accident Body Repair	2	Diploma	1 year	Openshaw	September
Vehicle Accident Body Repair Principles	3	Diploma	1 year	Openshaw	September
Vehicle Fitting Principles	2	Diploma	1 year	Openshaw	September

BUSINESS AND PROFESSIONAL					
ACCA Applied Skills	6	Personal and Professional Development	12 weeks	Shena Simon	September
Accounting	2	Foundation Certificate	24 weeks	Shena Simon	September
Accounting	3	Advanced Diploma	1 year	Shena Simon	September
Accounting	4	Professional Diploma	54 weeks	Shena Simon	September
Accounting Book Keeping	1	Award	12 weeks	Shena Simon	September January April
Business Skills	1	Award	12 weeks	Shena Simon	September December
Business Administration	2	Certificate	1 year	Shena Simon	September
Business	1	BTEC Introductory Award	16 weeks	Shena Simon	September
Conveyancing Law and Practice	4	Diploma	2 years	Shena Simon	September
Conveyancing Law and Practice	6	Diploma	2 years	Shena Simon	September
ILM Leadership and Management	5	Certificate	18 weeks	Shena Simon	September
ILM Leadership And Management Skills	3	Certifcate	12 weeks	Shena Simon	September
Legal Studies	2	Award	17 weeks	Shena Simon	September February
NALPS Paralegal Practice	3	Diploma	1 year	Shena Simon	September
NALPS Paralegal Studies	4	Diploma	2 years	Shena Simon	September
Starting a Small Business	2	Personal and Professional Development	12 weeks	Shena Simon	September January April

CHILDHOOD STUDIES					
Caring for Children	1	Diploma	1 year	Harpurhey Wythenshawe	September
Childcare and Education	3	Diploma	2 years	Openshaw	September
Early Years Practioner	2	Diploma	1 year	Openshaw	September
Emergency First Aid in the Workplace	3	Award	1 week	Harpurhey Openshaw Wythenshawe	September
Emergency Paediatric First Aid	3	Award	1 day	Harpurhey Openshaw Wythenshawe	September
Supporting Teaching and Learning	2	Certificate	1 year	Openshaw	September

* Must have relevant employment

Supporting Teaching and Learning	3	Diploma	1 year	Openshaw	September
Support Work in Schools	1	Award	10 weeks	Harpurhey Wythenshawe	September, January, April

COMPUTING AND DIGITAL					
Business Processes	3	BTEC Award	14 weeks	City Campus	September, February
CCNA Instructor Training	-	Personal and Professional Development	12 weeks	City Campus	September
CCNA/CCENT - Introduction to Networks	-	Personal and Professional Development	14 weeks	City Campus	September
CCNA/CCENT - Scaling Networks	-	Personal and Professional Development	14 weeks	City Campus	September
CISCO Network Security	-	Personal and Professional Development	10 weeks	City Campus	September, February
Cloud Services	3	Award	15 weeks	City Campus	September, February
Coding Practices	3	Certificate	30 weeks	City Campus	September
Computing Principles	3	Diploma	1 year	City Campus	September
Cyber Security Practices	3	Certificate	24 weeks	City Campus	September
Essential Digital Skills	1	Essential Digital Skills	12 weeks	City Campus	September, January, April
HTML and CSS for Beginners	-	Personal and Professional Development	10 weeks	City Campus	October
Introduction to Project Management	-	Personal and Professional Development	10 weeks	City Campus	April
Network and Architecture	3	Award	12 weeks	City Campus	September, January, April
Network Engineering	3	Diploma	1 year	Openshaw	September
Oracle SQL	-	Personal and Professional Development	10 weeks	City Campus	October
Principles of Coding	3	BTEC Award	14 weeks	City Campus	September February
Programming With C#	-	Personal and Professional Development	10 weeks	City Campus	September January April
Python for Beginners	1	Personal and Professional Development	8 weeks	Openshaw	October
Technical Certificate in IT Support	2	BTEC Technical Certificate	24 weeks 1 year	Openshaw St John's	September

CONSTRUCTION AND ENGINEERING					
2D CAD - Advanced	-	Personal and Professional Development	3 days	Openshaw	April May
2D CAD - Beginners	-	Personal and Professional Development	3 days	Openshaw	April May
2D CAD - Intermediate	-	Personal and Professional Development	2 days	Openshaw	April May
BPEC Solar Thermal Systems	-	Personal and Professional Development	1 week	Openshaw	August
BPEC Water Regulations	1	Personal and Professional Development	1 year	Openshaw	August
Carpentry and Joinery	1 - 3	Diploma	1 year	Openshaw	September November
Domestic Hot Water Vent and Unvent	-	Personal and Professional Development	1 day	Openshaw	August
Electrical Installation	2 - 3	Advanced Technical Diploma	1 year	Openshaw	September
Legionella's Training	-	Personal and Professional Development	1 week	Openshaw	August
National Foundation Diploma in Construction and the Built Environment	3	Diploma	1 year	Wythenshawe	September
Plumbing	2 - 3	Technical Certificate	1 year	Openshaw Wythenshawe	September
Rain Water Harvesting	-	Personal and Professional Development	1 day	Wythenshawe	August
*Free to plumbers or those who are employed and have a Greater Manchester postcode as part of the GM Skills for Growth Programme.					

CREATIVE AND DIGITAL MEDIA					
Creative Media Skills	2	Certificate	34 weeks	City Campus	September
An Introduction to Photoshop	-	Personal and Professional Development	8 weeks	City Campus	September
An Introduction to DSLR Photography	-	Personal and Professional Development	6 weeks	City Campus	September
Photoshop for Photographers	-	Personal and Professional Development	8 weeks	City Campus	September

ENGLISH AND MATHS					
Functional English	E1 1 2	Personal and Professional Development	Minimum 24 weeks	St John's	September
				Shena Simon	January
Functional Maths	E3 1 2	Personal and Professional Development	Minimum 24 weeks	St John's	September
				Shena Simon	January
GCSE English Language	GCSE	Personal and Professional Development	1 year	St John's	September
GCSE Mathematics	GCSE	Personal and Professional Development	1 year	St John's	September

ESOL					
ESOL for Beginners	Pre-Entry	Preparation for work and life	Minimum 24 weeks	Openshaw Harpurhey Wythenshawe St John's (September) Shena Simon (from January)	September January
ESOL Elementary	E1	Preparation for work and life	Minimum 24 weeks	Openshaw Harpurhey Wythenshawe St John's (September) Shena Simon (from January)	September January
ESOL Pre-Intermediate	E2	Preparation for work and life	Minimum 24 weeks	Openshaw Harpurhey Wythenshawe St John's (September) Shena Simon (from January)	September January
ESOL Intermediate	1	Preparation for work and life	Minimum 24 weeks	Openshaw Harpurhey Wythenshawe St John's (September) Shena Simon (from January)	September January
ESOL Advanced	2	Preparation for work and life	Minimum 24 weeks	Openshaw Harpurhey Wythenshawe St John's (September) Shena Simon (from January)	September January

HAIR AND BEAUTY					
Barbering	2	Diploma	1 year	Harpurhey Wythenshawe	September
Barbering	3	Diploma	1 year	Harpurhey Wythenshawe	September
Beauty Specialist Techniques	2	Certificate	34 weeks	Harpurhey Wythenshawe	September
Beauty Therapy	2	Diploma	1 year	Harpurhey Wythenshawe	September
Beauty Therapy- General Route	3	Diploma	1 year	Harpurhey Wythenshawe	September
Gel Polish	-	Personal and Professional Development	2 Evenings	Harpurhey	November
Hairdressing and Barbering	1	Certificate	2 Evenings	Harpurhey Wythenshawe	September
Hairdressing	2	Diploma	1 year	Harpurhey Wythenshawe	September
Hairdressing	2	Certificate	34 weeks	Harpurhey Wythenshawe	September
Nail Technology	3	Diploma	1 year	Harpurhey Wythenshawe	September

Swedish Massage	3	Certificate	34 weeks	Harpurhey Wythenshawe	September
Women's Hairdressing	2	Diploma	1 year	Harpurhey Wythenshawe	September
Women's Hairdressing	3	Diploma	1 year	Harpurhey Wythenshawe	September

HEALTH AND SOCIAL CARE					
Counselling Concepts	2	Award	10 weeks	Shena Simon	September April
Counselling Skills	3	Certificate	1 year	Shena Simon	September
Health and Social Care	1	Introductory Certificate	18 weeks	Harpurhey, Openshaw, Wythenshawe	September
Health and Social Care	1	Introductory Diploma	1 year 18 weeks	Harpurhey, Openshaw, Wythenshawe	September
Health and Social Care	1	Introductory Award	7 weeks	Harpurhey, Openshaw, Wythenshawe	September
Health and Social Care	2	Certificate	24 weeks	Harpurhey, Openshaw, Wythenshawe	September
Health and Social Care	2	Extended Certificate	1 year 36 weeks	Harpurhey, Openshaw, Wythenshawe	September
Health and Social Care	2	Technical Diploma	1 year	Openshaw	September
Health and Social Care	3	Diploma	1 year 720 Guided Learning Hours	Harpurhey, Openshaw, Wythenshawe	September

HOSPITALITY AND CATERING					
Bakery and Patisserie	2	Diploma	1 year	Harpurhey	September
Cakes, Bakes and Treats	-	Personal and Professional Development	6 weeks	City Campus Harpurhey	September April
Cake Decoration (Basic)	-	Personal and Professional Development	10 weeks	City Campus Harpurhey	October
Cake Decoration (Intermediate)	-	Personal and Professional Development	10 weeks	City Campus Harpurhey	April October
Chocolate	2	Personal and Professional Development	3 weeks	City Campus	October
Culinary Skills	1	Certificate	26 weeks	Harpurhey Wythenshawe	September
Culinary Skills	2	Diploma	1 year	Harpurhey Wythenshawe	September
Gluten Bakery	-	Personal and Professional Development	6 weeks	City Campus	October
Introduction to Food and Beverage	1	Certificate	22 weeks	City Campus	November
Patisserie and Confectionery	3	Certificate	1 year	City Campus	September
Professional Food and Beverage Service	2	Diploma	1 year	City Campus	September
Professional Cookery	3	Diploma	36 weeks	City Campus	September
Professional Patisserie and Confectionery	3	Diploma	1 year	Harpurhey Wythenshawe	September
The Art of Vegan Baking	-	Personal and Professional Development	6 weeks	City Campus	October

LOGISTICS					
CPC 1 Day Training: 7 Hours	-	Personal and Professional Development	1 day	Wythenshawe	Various
MOD3 Resit 4 Hours and Test	1	Personal and Professional Development	1 day	Wythenshawe	Various
MOD3 Resit 8 Hours and Test	1	Personal and Professional Development	1 day	Wythenshawe	Various
MOD3 Resit 12 Hours and Test	1	Personal and Professional Development	2 days	Wythenshawe	Various
Rigid Cat C (Inc Test)	-	Personal and Professional Development	2 weeks	Wythenshawe	Various
Skills, Further Learning, Employment and Professional Development: FLT	E3 Cert, LI Dip	Entry Certificate and Diploma	2 weeks	Wythenshawe	Various

** Campus locations are subject to change

Skills, Further Learning, Employment and Professional Development: LGV	E3 Cert, LI Dip	Entry Certificate and Diploma	3 weeks	Wythenshawe	Various
Skills, Further Learning, Employment and Professional Development: Taxi	E3 Cert, LI Dip	Entry Certificate and Diploma	7 weeks	Wythenshawe	Various
Taxi Knowledge	1	Personal and Professional Development	7 weeks	Wythenshawe	Various

MUSIC					
DJ Experiences	-	Personal and Professional Development	2 weeks	City Campus	September onwards
Music Production	1	Award	16 weeks	City Campus	September January
Music Production	2	Certificate	14 weeks	City Campus	September January
Music Technology and Production	3	Diploma	1 year	City Campus	September
Turntablism (Scratch Techniques)	-	Personal and Professional Development	2 weeks	City Campus	September onwards

PERFORMING ARTS					
Acting	2	Award	20 weeks (Part-time evenings)	City Campus	September February

SPORT					
Gym Instructing and Personal Training	3	Diploma	26 weeks	Openshaw	September
Instructing Circuit Sessions	2	Award	2 weeks	Openshaw	September May
Personal Training	3	Diploma	14 weeks	Openshaw	September May
Understanding Nutrition, Performance and Healthy Eating	2	Award	2 weeks	Openshaw	September

SUPPORTED LEARNING					
Supporting Learners with Dyslexia	3	Award	10 weeks	Openshaw	November
Teaching Learners with Dyslexia	5	Diploma	30 weeks	Shena Simon	October

TEACHER EDUCATION					
Assessing Competence in the Work Environment	3	Award	1 year	Various	Various
Assessing Vocational Achievement	3	Certificate	1 year	Various	Various
Assessing Vocationally Related Achievement	3	Award	1 year	Various	Various
Award in Education and Training	3	Award	12 weeks	TBC	September
Internal Quality Assurance of Assessment Process and Practice	4	Award	1 year	Various	Various
Leading in Internal Quality Assurance of Assessment Processess and Practice	4	Certificate	1 year	Various	Various
Update for Assessor Qualifications	3	Personal and Professional Development	1 day	Various	Various
Understanding the Principles and Practices of Assessment	3	Award	26 weeks	Various	Various
Understanding the Internal Quality Assurance of Assessment Processes and Practice	4	Award	26 weeks	Various	Various
Update for IQA Qualifications	4	Personal and Professional Development	1 day	Various	Various

THEATRICAL AND MEDIA MAKE UP					
Fashion Theatre and Media Make-Up Studies	3	Diploma	1 year	Harpurhey Wythenshawe	September
Hair and Media Make-up Artistry (Technical)	2	Diploma	1 year	Harpurhey	September
Hair and Media Make-up	2	Diploma	1 year	Harpurhey Wythenshawe	September
SFX Make-up	-	Personal and Professional Development	2 weeks	Fielden	September
Theatrical and Media Make-up (Technical)	3	Diploma	1 year	Harpurhey Wythenshawe	September

TRAVEL, TOURISM AND AVIATION					
Air Cabin Crew	2	Certificate	1 year	Harpurhey Wythenshawe	September
Aviation Operations	3	Diploma	1 year	Harpurhey Wythenshawe	September
Aviation Operations	3	Subsidiary Diploma	1 year	Harpurhey Wythenshawe	September
Aviation Operations	3	Extended Diploma	2 years	Harpurhey Wythenshawe	September
Cabin Crew	2	Diploma	1 year	Harpurhey Wythenshawe	September
Exploring the Aviation Industry	1	Certificate	1 year	Harpurhey Wythenshawe	September
Travel and Tourism	2	Certificate	1 year	Harpurhey Wythenshawe	November
Travel and Tourism	2	Diploma	1 year	Harpurhey Wythenshawe	September
VISUAL ARTS					
Art and Design - Photography	2	Diploma	1 year	City Campus	September
Art and Design	3	Foundation Diploma	1 year 2 years (part-time)	City Campus	September
Creative Craft - Jewellery	1	Award	16 weeks	City Campus	September January
Creative Craft - Jewellery	2	Award	16 weeks	City Campus	September January
Fashion and Textiles/Pattern Cutting and Construction	1	Award	16 weeks 1 year	City Campus	September January
Fashion and Textiles/Pattern Cutting and Construction	2	Certificate	16 weeks 1 year	City Campus	September January
Fashion and Textiles/Pattern Cutting and Construction	3	Certificate	16 weeks 1 year	City Campus	September January
Introduction to Etching and Printmaking	-	Personal and Professional Development	10 weeks	City Campus	October



FIND YOUR COURSE AND APPLY ONLINE

To apply to The Manchester College, you will need to use our online application portal:
apply.tmc.ac.uk.

You will be asked to create an account using an active email address and to set up a password. Once you have set up an account you will be able to track your application and subsequently enrol.

Once you have applied, and depending on the requirements of the course, you will receive a conditional offer of a place at the College via the applicant portal.

You can also update your details and let the College know if you wish to accept or decline your offer of a place within the portal.

ADULT COURSE LOCATIONS FROM SEPTEMBER

As we upgrade our campuses throughout 2022 our course locations will be as per the table below from September.

COURSES	CITY CAMPUS MANCHESTER	CITY LABS	HARPURHEY	OPENSHAW	SHENA SIMON	ST JOHN'S	WYTHENSHAWE	BSS SEMINARY
Access to HE		●		●	●	●		
Automotive				●			●	
Business and Professional					●	●		
Childhood Studies			●	●			●	
Computing and Digital	●					●		
Construction				●			●	
Creative and Digital	●							
English and Maths					●	●	●	
ESOL			●	●	●**	●**	●	
Hair and Beauty			●				●	
Health and Social Care			●	●			●	
Hospitality and Catering	●		●				●	
Logistics							●	
Music	●				●			
Performing Arts	●							
Sport and Public Services				●				
Supported Learning				●	●			
Teacher Education*								
Travel and Tourism			●				●	
Visual Arts	●							●

*These programmes can be started at any time throughout the year and can be studied at a campus convenient to you depending on capacity and availability.

** ESOL available at St John's from September and will move to Shena Simon in January.



Find out more here



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CMI Level 5 Diploma in Management and Leadership



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- Residential Inventory Management and Tenancy Deposits
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- Sale of Residential Property
- Commercial Property Agency
- Property Agency in Scotland



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Project Management

Level 4 Qualification on Project Management



SQA Approved Centre

Property Law

Short Course Conveyancing: An Introduction for Property Professionals



Digital Learning Institute

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|  Construction |  Hospitality |
|  Customer Service |  HR |
|  Dental |  Management |
|  Education and Early Years |  Pharmacy |
|  Electrical |  Property |

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Our offer is about combining the best of academic and career-based learning through capped class sizes to ensure you're never lost in the crowd. You won't just learn the theory through writing essays, but spend time learning the hands on, real-world skills you need to thrive in your career, having important, industry relevant conversations with your tutors and peers and learning in a setting that suits you. And no matter your background (whether that's straight from college, returning as a parent, changing career or upskilling in your role) ensuring you're ready for a future career in industry is our number one aim.

WE DO THAT BY:

- Employing tutors with current or previous industry experience and connections, so you know you're getting the skills from someone who's already done or is still doing it
- Offering courses with a clear employment outcome (you'll see most of them have a specific title) and a clear focus on preparing you to excel
- Keeping classes small so there's always room for you to ask questions, get answers and make close connections with your peers, tutors, support teams and importantly - industry
- Offering award winning support to our students

Courses available to start this September, apply now:



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The Manchester College is committed to equality of opportunity, non-discriminatory practices and supporting individual learners.

This information is also available in a range of formats, such as large print, on request.

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