



Ofsted  
Good  
Provider

# Discover More

Courses and qualifications  
for careers, life and  
personal development.

**Adult Courses** 2022/2023



# CONTENTS

<b>WELCOME</b>	<b>2</b>
<b>HOW TO ENROL</b>	<b>3</b>
<b>SUPPORTING YOUR STUDIES</b>	<b>3</b>
<b>OUR COURSES</b>	<b>4</b>
<b>WAYS TO PAY</b>	<b>6</b>
<b>▶ LANGLEY COLLEGE</b>	<b>12</b>
Business & Accounting	
Computing & ICT	
Construction	
Engineering	
English	
Foundation Learning	
Hair & Beauty	
Health, Caring & Childcare	
Hospitality	
Learn English (ESOL)	
Maths	
Motor Vehicle	
Teacher Training	
Travel and Tourism	
<b>▶ STRODE'S COLLEGE</b>	<b>18</b>
Business & Accounting	
Computing & ICT	
Creative Studies	
English	
Health, Caring & Childcare	
Learn English (ESOL)	
Maths	
Teacher Training	
<b>▶ WINDSOR COLLEGE</b>	<b>22</b>
Computing & ICT	
Creative Studies	
Media	
Health, Caring & Childcare	
Languages	
Learn English (ESOL)	
Teacher Training	
<b>ONLINE COURSES</b>	<b>26</b>
<b>PAYING FOR YOUR COURSE</b>	<b>27</b>
<b>FINANCIAL SUPPORT</b>	<b>28</b>
<b>ENROLMENT INFORMATION</b>	<b>29</b>
<b>BCA LAND BASED TRAINING</b>	<b>31</b>
<b>CONTACT US</b>	<b>32</b>



**UPSKILL • RETRAIN • GET QUALIFIED  
DEVELOP A TALENT • FIND A HOBBY**

## WELCOME

Welcome to the Windsor Forest Colleges Group and our 2022–23 adult course guide. We offer a range of courses specifically designed for the adult learner looking to:



Progress your career with professionally accredited qualifications.



Retrain for a new career direction or return to work.



Gain the qualifications required for higher level study.



Discover a hobby. Develop a talent, take up a new interest and meet new people.

# HOW TO ENROL

You can enrol on our courses online:

- 1 Find your course on our website at **windsor-forest.ac.uk**
- 2 Create an account using your email
- 3 Make a note of your username and password
- 4 Complete the online application form
- 5 Press submit to complete your application

Some courses require an interview\* before we can offer you a place. This is indicated with an **I** next to the course code. Once you apply, we will contact you to arrange an interview.

**See details of documentation required on page 29.**



## SUPPORTING YOU

If you have a learning difficulty or disability our specialist Learning Support team are here to help you.

Our friendly team of experts can provide help with literacy and numeracy and can support other learning needs such as dyslexia and dyspraxia. They can help with time management, revision skills and essay writing, along with assistive technology and access arrangements.



**SCAN TO FIND  
OUT MORE**



For more advice and information please email **admissions@windsor-forest.ac.uk** or call **01753 793288**

# GET QUALIFIED, DEVELOP A TALENT, PROGRESS YOUR STUDIES

We offer a range of courses for those looking to update their skills, retrain for a new career or achieve a qualification that will help you improve your current role.

## English, Maths and IT skills

Do you have no formal English and/or Maths qualifications? We offer functional skills and GCSEs which may be required for employment or higher level study. Or if English is not your first language – join an ESOL course and improve your speaking, listening, reading and writing.

### Courses are:

**FREE** – most of these courses are free.

**FLEXIBLE** – various start times and online and blended options for your convenience.

**FAST** – our fast-track courses will make sure you get qualified as quickly as possible.

## Trade and Professional qualifications

These courses lead to an accredited qualification that may help you succeed in your chosen career. We offer courses ranging from Accounting to Construction to Motor Vehicle and more. There are plenty of funding and loan options, as well as being part-time, you're able to fit study around your life.

## CPD courses

Our wide range of CPD courses, which are short online programmes, allow you to learn at your own pace.



## Apprenticeships

Apprenticeships are the perfect way to continue earning while learning something new. With no upper age limit, you can get qualifications and gain valuable experience in the workplace.

## University level programmes

If you want to start an entirely new career and are seeking a professional qualification or wanting to do a degree – we can help you get there.

### Access to Higher Education

Get the qualifications you need for university in just one year with one of our Access courses. Student loans available to cover the cost. See page 28.

### Higher Education – Diplomas, HND's and Degrees

Getting an advanced level qualification provides increased choice and opportunity – increased career opportunities, higher earnings – and more confidence. We offer a range of industry relevant programmes for careers in demand. See page 10.

**No upfront fees for Access  
and Higher Education courses –  
loans available – see page 28  
for information**





# WAYS TO PAY

## Full fees

Our preferred payment method is by Debit/Credit card, if you choose this payment method we will contact you to take payment once your enrolment form has been received.

---

## Instalment plans

Payment plans are available for those paying full fees.

## Loans

There are a number of loan options available to adult learners, depending on the type of course you want to study. See page 28 for more details.

---

## Help with paying

As an adult learner, you will most likely have more financial responsibilities compared to a school leaver. There are several ways in which you may be eligible for financial support.

For support and advice contact our Student Finance team on **01753 793368**  
or email **[financial.support@windsor-forest.ac.uk](mailto:financial.support@windsor-forest.ac.uk)**



## DISCOUNTS, LOANS AND FREE COURSES

COURSE	FREE, CONCESSION OR LOAN
Unemployed or on eligible benefits	Free or Concession* <b>FC</b>
Free English and Maths Adults who do not have a GCSE grade 4/C or above in either English or Maths are entitled to study these courses for free	✓
Free Level 3 course (19+) Free Courses For Jobs Govt scheme	Free Level 3 <b>F</b>
First Level 3 course (24+) Lifetime Skills Guarantee List	✓
Earning less than £18,525 (full or part-time) and not eligible for First Level 2 or 3	✓
Level 3 course and not eligible for any of the above	Advanced Learner Loan <b>A</b>
Level 4, 5 or 6 course	Tuition Fee Loan <b>T</b>



**SCAN TO FIND  
OUT MORE**

\*Depending on circumstances

# EARN WHILE YOU LEARN



Apprenticeships



Much of our success is attributable to training, the core of which is a robust and ongoing apprenticeship scheme.”

## STEPHEN BECK

**Managing Director, A C Beck**

Hired an apprentice studying  
Painting and Decorating

There has never been a better time to start an apprenticeship. If you want to learn the trade of your choice and earn as you learn, an apprenticeship might just be the thing for you.

Apprenticeships are work-based training programmes which combine training at College with practical skills learnt in the workplace. Apprenticeships are open to all ages!

### AT LANGLEY COLLEGE WE OFFER A RANGE OF APPRENTICESHIPS IN:

 Business and Customer Service

 Childcare

 Computing and IT

 Construction

 Engineering

 Hairdressing

 Hospitality and Events

 Motor Vehicle

For more information, call **01753 443855** or email **business.services@windsor-forest.ac.uk**

# TRAINING FOR BUSINESSES

We are the go-to training provider for many SMEs and multi-nationals. With years of experience, we can deliver cost-effective training programmes at a time and place to suit your business.

Our team can provide expert guidance in sourcing the latest funding and accessing specific sector expertise. They can also develop tailor-made programmes from apprenticeships to one day workshops to meet the needs of your business and employees. In addition, we offer a range of online CPD courses.

For more information call  
**01753 443855** or email  
**business.services@windsor-forest.ac.uk**



**SCAN TO FIND OUT MORE**



**'GOOD' rating by Ofsted**

'Apprentices benefit from highly individualised learning programmes.'

# AIM HIGHER



**Study for a university level qualification.**

Getting an advanced level qualification provides increased choice and options – increased career opportunities, higher earnings – and more confidence. We offer a range of industry relevant programmes for careers in demand.

## Why choose us?

- Affordable prices
- Excellent teaching
- Experienced, industry specialist tutors
- A friendly, relaxed but supportive environment

## Access to Higher Education

If you're returning to education after a break or don't have the qualifications to start a Higher Education course, our Access to HE courses are designed to update your skills and prepare you for study at a higher level in just one year.

We offer a number of pathways:

- Nursing and Health Professions
- Social Sciences and Education
- Social Work and Mental Health Professions
- Criminology and Law

# HIGHER EDUCATION

We offer a number of high-quality university level programmes in a supporting learning environment – at Langley and Windsor Colleges.

Our courses are structured to offer you the flexibility and support you need to succeed.

Taught by professionals, the courses are directly linked to industry and give you the skills and qualifications employers want.

- Business (HND)
- Foundation Diploma in Artistic Media Production (UAL Level 4)
- Professional Diploma in Performance (UAL Level 4)
- Children's Development and Learning (Foundation Degree)
- Health and Social Care (Foundation Degree)
- Working with Children and Young People (Foundation Degree)
- Working in Integrated Services for Children and Young People (BA Hons)

## University Partners



**FIND OUT MORE**



The support I got from my lecturers and staff was amazing. I never thought I'd be here five years ago having finished a degree."

**SCOTT BIDDLE**

**BA (Hons) Working in Integrated Services for Children and Young People**



**HEAR MORE ABOUT SCOTT'S EXPERIENCE AT LANGLEY COLLEGE**

# PROGRESS YOUR CAREER

Get qualified to take your career to the next level.

Whether you want to improve your career with further qualifications, are looking to retrain for a new career or you are looking for new skills for work, our range of adult courses will help you achieve your ambitions. Langley College specialises in technical skills courses, taught by industry experts which will put you in prime position with employers and for progression to higher level study.



## BUSINESS & ACCOUNTING

### Accounting

#### AAT Access Award in Accounting Software: Level 1

Thu: 13:45-16:45	05/01/23	12 wks	LA	£200
Thu: 13:45-16:45	06/04/23	12 wks	LA	£200

**I G FP1AACC2L0**

#### AAT Access Award in Bookkeeping: Level 1

Thu: 10:00-13:00	04/01/23	12 wks	LA	£200
Thu: 10:00-13:00	06/04/23	12 wks	LA	£200

**I G FP1AACC1L0**

#### AAT Foundation Certificate in Accounting: Level 2

Mon,Wed: 18:00-21:00	19/09/22	1 yr	LA	£690
----------------------	----------	------	----	------

**I G FE2BACC3L0**

#### AAT Advanced Diploma in Accounting: Level 3 **I A G FP3TACC1L0**

Wed: 10:00-17:00	21/09/22	1 yr	LA	£2,573
------------------	----------	------	----	--------

### Business

#### Customer Service Practitioner Apprenticeship: Level 2

Flexi: 09:00-17:00	01/08/22	1-2 yrs	LA	**
--------------------	----------	---------	----	----

**I Z22QA007**

#### Business Administrator Apprenticeship: Level 3

Flexi: 09:00-17:00	01/08/22	1-2 yrs	LA	**
--------------------	----------	---------	----	----

**I Z22QA003**

#### Team Leader / Supervisor Apprenticeship: Level 3

Flexi: 09:00-17:00	01/08/22	1-2 yrs	LA	**
--------------------	----------	---------	----	----

**I Z22QA004**

#### Higher National Diploma in Business: Level 4-5 **I T DF5VBUS1L1**

Thu,Fri: 10:00-17:00	22/09/22	2 yrs	LA	£5,350
----------------------	----------	-------	----	--------

## KEY GUIDE

**I** Interview required **A** Course suitable for Advanced Learner Loan **F** Free Level 3 course

**T** Course suitable for Tuition Fee Loan **G** Concession available \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre

## COMPUTING & ICT

### Digital Industries

#### Digital Marketer Apprenticeship: Level 3 I Z22FA003

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      \*\*

#### Junior Content Producer Apprenticeship: Level 3 I Z22FA004

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      \*\*

#### Information Communications Technician Apprenticeship: Level 3 I Z22FA005

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      \*\*

#### Network Engineer Apprenticeship: Level 4 I Z22FA005

Flexi: 09:00-17:00      01/08/22    2 yrs      LA      \*\*

## CONSTRUCTION

### Dry Trades

#### Diploma in Carpentry & Joinery: Level 1 I G FF1CDRY3L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530

#### Diploma in Carpentry & Joinery: Level 2 I G FF2CDRYFL0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530

#### Carpentry and Joinery (Site Carpentry) Apprenticeship: Level 2 I Z22EA103

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      £11,000

#### Carpentry and Joinery (Site Carpentry) Apprenticeship: Level 3 I Z22EA104

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      £11,000

### Electrical

#### Diploma in Electrical Installation: Level 1 I G FF1CELE1L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530

#### Diploma in Electrical Installation: Level 2 I G FF2CELE2L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530  
Wed,Thu: 18:00-21:00      21/09/22    1 yr      LA      £1,395

#### Diploma in Electrical Installation: Level 3 I A G FF3TELE1L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £3,345

#### Diploma in Electrical Installation: Level 3 I A XE3CELE8L0

Mon,Wed: 18:00-21:00      19/09/22    1 yr      LA      £3,345

#### Installation/Maintenance Electrician Apprenticeship: Level 3 I A Z22EA001

Flexi: 09:00-17:00      01/08/22    3-4 yrs      LA      \*\*

### Plumbing & Gas

#### Diploma in Plumbing: Level 1 I G FF1CGHP2L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530

#### Diploma in Plumbing: Level 2 I G FF2CGHP7L0

Mon-Fri: 09:00-16:15      05/09/22    1 yr      LA      £1,530

#### Gas Engineer Operative Apprenticeship: Level 3 I Z22EA011

Flexi: 09:00-17:00      01/08/22    1-2 yrs      LA      \*\*

#### Plumbing and Domestic Heating Technician Apprenticeship: Level 3 I Z22EA006

Flexi: 09:00-17:00      01/08/22    2 yrs      LA      \*\*

### Property Maintenance

#### Property Maintenance Operative Apprenticeship: Level 2 I Z22EA010

Flexi: 09:00-17:00      01/08/22    1 yr      LA      \*\*

### Wet Trades

#### Painter and Decorater Apprenticeship: Level 2 Z22EA002

Flexi: 09:00-17:00      05/09/22    1-2 yrs      LA      \*\*

## MANY COURSES ARE FREE!

If you are on a low wage, on eligible benefits or studying for your first Level 2 or 3. See page 28.

## ENGINEERING

### Precision Engineering

#### BTEC Diploma in Engineering & Manufacture: Level 1

Mon-Fri: 09:00-16:00 05/09/22 1 yr **I G** FF1CMEC1L0 LA £1,530

#### First Diploma in Engineering: Level 2

Mon-Fri: 09:00-17:00 05/09/22 1 yr **I G** FF2CMECAL0 LA £1,530

#### Engineering Operative Apprenticeship Level 2

Flexi: 09:00-17:00 01/08/22 1-2 yrs **I** Z22DA004 LA \*\*

#### BTEC National Extended Diploma in Engineering: Level 3

Mon-Fri: 09:00-17:00 05/09/22 2 yrs **I A G** FF3NMEC7L1 LA £8,583

#### Engineering Fitter Apprenticeship: Level 3

Flexi: 09:00-17:00 01/08/22 3-4 yrs **I** Z22DA005 LA \*\*



## KEY GUIDE

**I** Interview required **A** Course suitable for Advanced Learner Loan **F** Free Level 3 course

**T** Course suitable for Tuition Fee Loan **G** Concession available \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre

## Welding

#### City & Guilds 3268 Welding Awards MIG: Level 1

Mon: 18:00-21:00 12/09/22 10 wks **I G** FE1AMEC1L0 LA £165

#### City & Guilds 3268 Welding Awards MMA: Level 1

Mon: 18:00-21:00 12/09/22 10 wks **I G** FR1AMEC2L0 LA £165

#### City & Guilds 3268 Welding Awards TIG: Level 1

Mon: 18:00-21:00 12/09/22 10 wks **I G** FR1AMEC3L0 LA £165

#### City & Guilds 3268 Welding Award MIG: Level 2

Tue: 18:00-21:00 05/09/22 34 wks **I G** FE2AMEC3L0 LA £165

#### City & Guilds 3268 Welding Award MMA: Level 2

Tue: 18:00-21:00 05/09/22 34 wks **I G** FE2AMEC1L0 LA £165

#### City & Guilds 3268 Welding Award TIG: Level 2

Tue: 18:00-21:00 05/09/22 34 wks **I G** FE2AMEC2L0 LA £165

## ENGLISH

#### Part-time English

Flexi: 09:00-21:30 19/09/22 34 wks **I G** Z44PA012 LA \*\*

## FOUNDATION LEARNING

#### Certificate in Personal Progression: Entry 1

Mon-Fri: 09:15-16:00 05/09/22 1 yr **I G** FFBBFOU2L0 LA \*\*

#### Certificate in Independent Living: Entry 2

Mon-Fri: 09:15-16:00 05/09/22 1 yr **I G** FFCBFOU2L0 LA \*\*

#### Certificate in Learning, Employability & Progression: Entry 3

Mon-Fri: 09:15-16:00 05/09/22 1 yr **I G** FFDBFOU6L0 LA \*\*

## HAIR & BEAUTY

### City & Guilds Diploma Introduction to the Hair & Beauty Sector: Level 1

Tue,Thu: 17:30-21:30 04/10/22 1 yr LA £1,110 **I G FE1CHAB1L0**

### Beauty Therapy

#### City & Guilds Diploma in Beauty Therapy: Level 2

Tue,Thu: 17:30-21:30 20/09/22 1 yr LA £1,395 **I G FE2CHAB7L0**

#### City & Guilds Diploma in Beauty Therapy: Level 2

Tue,Thu: 09:30-14:30 21/09/22 1 yr LA £1,395 **I A FP2CHAB8L0**

#### City & Guilds Diploma in Beauty Therapy: Level 3

Tue,Thu: 17:30-21:30 20/09/22 1 yr LA £3,345 **I A G FE3CHAB4L0**

#### City & Guilds Diploma in Beauty Therapy: Level 3

Mon,Wed,Fri: 09:30-14:30 19/09/22 1 yr LA £3,345 **I A G FP3CHAB4L0**

### Hairdressing

#### City & Guilds Certificate in Barbering: Level 2

Mon,Wed: 17:00-21:00 12/09/22 18 wks LA £490 **I G FE2BHAB5L0**  
 Mon,Wed: 17:00-21:00 30/01/23 18 wks LA £490  
 Mon: 12:30-16:30 19/09/22 18 wks LA £490

#### Diploma in Women's Hairdressing: Level 2

Mon-Wed: 17:30-21:30 19/09/22 1 yr LA £1,095 **I G FE2CHABCL0**  
 Wed,Fri: 09:30-14:30 05/10/22 1 yr LA £1,095

#### Hair & Beauty Apprenticeship Hair Professional: Level 2

Flexi: 09:00-17:30 01/08/22 2 yrs LA \*\* **I Z22GA002**

#### Advanced and Creative Hair Professional Apprenticeship: Level 3

Flexi: 09:00-17:30 01/08/22 1 yr LA \*\* **I Z22GA005**

#### City & Guilds Diploma in Hairdressing: Level 3 **I A G FP3CHAB3L0**

Tue,Thu: 09:30-14:30 20/09/22 1 yr LA £3,345  
 Tue,Thu: 17:30-21:30 20/09/22 1 yr LA £3,345



## HEALTH, CARING & CHILDCARE

### Childcare

#### NCFE CACHE Award in Introduction in Early Years: Level 1

Fri: 09:30-14:30 23/09/22 11 wks LA £165 **I G FP1ACHI1L0**  
 Fri: 09:30-14:30 24/02/23 11 wks LA £165

#### NCFE CACHE Certificate in Supporting Teaching and Learning: Level 2

Wed: 09:30-14:30 21/09/22 1 yr LA £735 **I G FP2BCHI9L0**

#### NCFE CACHE Diploma for Early Years Practitioner: Level 2

Wed: 09:00-15:00 21/09/22 1 yr BR £925 **I G FP2CCHI1B0**

#### NCFE CACHE Diploma for the Early Years Workforce: Level 3

Wed: 09:30-15:00 11/01/23 1-2 yrs LA £2,882 **I A G FP3CCHI5L1**

#### NCFE CACHE Diploma in Supporting Teaching and Learning: Level 3

Mon: 09:30-15:00 19/09/22 1 yr LA £2,225 **I A G FP3CCHIAL0**

# English for Speakers of Other Languages (ESOL)

If your first language is not English then our ESOL courses can help you improve your skills for work or further study.

We teach beginner to advanced level courses which will help develop your speaking, listening, reading, writing, grammar, vocabulary and punctuation skills.

Book an assessment by calling Langley College on **01753 793000** or email **info@windsor-forest.ac.uk**

**NCFE CACHE Diploma in Supporting Teaching and Learning: Level 3 (Work-based learning)** **I A G FR3CCHIAP0**  
Flexi: 09:00-17:00 01/08/22 1-2 yrs CP £2,225

**NCFE Diploma for the Early Years Workforce: Level 3 (Work-based learning)** **I A G FR3CCHI5P0**  
Flexi: 09:00-17:00 01/08/22 1-2 yrs CP £2,882

**Early Years Practitioner Apprenticeship: Level 2** **I Z22AA001**  
Flexi: 09:00-17:30 01/08/22 1 yr LA \*\*

**Early Years Educator Apprenticeship: Level 3** **I Z22AA002**  
Flexi: 09:00-17:30 01/08/22 1-2 yrs LA \*\*

## Health & Social Care

**Certificate in Skills for Working in Health & Social Care: Level 2** **I G FP2BHEA3L0**  
Mon,Tue: 09:00-17:00 20/09/22 1 yr LA £750

**Access to HE in Nursing and Health Professions: Level 3** **I A G FF3JHEA3L0**  
Mon-Fri: 09:30-17:00 05/09/22 1 yr LA £3,384

**Access to HE in Social Sciences and Education: Level 3** **I A G FF3JHEA4L0**  
Mon-Fri: 09:30-17:00 05/09/22 1 yr LA £3,022

**Access to HE in Social Work and Mental Health Professions: Level 3** **I A G FF3JHEA5L0**  
Mon-Fri: 09:30-17:00 05/09/22 1 yr LA £3,022

**Foundation Degree in Professional Practice in Health & Social Care: Level 4-5** **I T HF5RTEA4L1**  
Wed: 09:00-17:30 21/09/22 2 yrs LA £5,350

## HOSPITALITY

**Hospitality Team Member Apprenticeship: Level 2** **I Z22GA001**  
Flexi: 09:00-17:30 01/08/22 1 yr LA \*\*

**Hospitality Supervisor Apprenticeship: Level 3** **I Z22GA006**  
Flexi: 09:00-17:30 01/08/22 1 yr LA \*\*

# ENROL NOW

HEAD TO [WINDSOR-FOREST.AC.UK](http://WINDSOR-FOREST.AC.UK)

## KEY GUIDE

**I** Interview required **A** Course suitable for Advanced Learner Loan **F** Free Level 3 course  
**T** Course suitable for Tuition Fee Loan **G** Concession available \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre

## EVENTS

### Event Assistant Apprenticeship: Level 3

Flexi: 09:00-17:30 01/08/22 1-2 yrs LA \*\* **Z22GA007**

## LEARN ENGLISH

### ESOL/Learn English Part-time in Langley

Flexi: 09:00-21:30 19/09/22 1 yr LA \*\* **Z44PA003**

### ESOL/Learn English Part-time at Southall Day Centre

Flexi: 09:00-21:30 19/09/22 1 yr SH \*\* **Z44PA008**

## MATHS

### Part-time Maths

Flexi: 09:00-21:30 19/09/22 1 yr LA \*\* **Z44PA014**

## MOTOR VEHICLE

### Diploma in Motor Vehicle: Level 1

Mon-Fri: 09:00-17:00 05/09/22 1 yr LA £1,530 **FF1CMOT5L0**

### IMI Award in Electric/Hybrid Vehicle Awareness: Level 1

Flexi: 18:00-21:00 05/09/22 3 wks LA £20 **FR1AMOT1L0**

### Autocare Technician Apprenticeship: Level 2

Flexi: 09:00-17:00 01/08/22 3-4 yrs LA \*\* **Z22DA002**

### Diploma in Light Vehicle Maintenance and Repair Principles: Level 2

Mon-Fri: 09:00-17:00 05/09/22 1 yr LA £1,530 **FF2CMOT8L0**

### IMI Award in Electric/Hybrid Vehicles Routine Maintenance Activities: Level 2

Flexi: 18:00-21:00 05/09/22 5 wks LA £55 **FR2AMOT1L0**

### Diploma in Motor Vehicle: Level 3

Mon-Fri: 09:00-17:00 05/09/22 1 yr LA £5,421 **FF3CMOT6L0**

### IMI Award in Electric/Hybrid Vehicle Repair and Replacement: Level 3

Flexi: 18:00-21:00 05/09/22 3-4 yrs LA £75 **FR3AMOT1L0**

### Motor Vehicle Service & Maintenance Technician (Light Vehicle) Apprenticeship: Level 3

Flexi: 09:00-17:00 01/08/22 3-4 yrs LA \*\* **Z22DA001**

### Motor Vehicle Service & Maintenance Technician (Heavy Vehicle) Apprenticeship: Level 3

Flexi: 09:00-17:00 01/08/22 3-4 yrs LA \*\* **Z22DA003**

## TEACHER TRAINING

### Foundation Degree in Childrens Development and Learning: Level 4-5

Tue: 09:30-16:30 22/09/22 2 yrs LA £4,625 **HF5RCHI1L1**

### Foundation Degree in Working with Children & Young People: Level 4-5

Wed: 09:30-17:30 21/09/22 2 yrs LA £5,350 **HF5RTEA3L11**

### TCL Certificate Teach English to Speakers of Other Languages: Level 5

Thu: 09:30-16:00 30/09/21 23 wks LA £1,075 **XP5BTEA1L0**

### BA(Hons) Working in Integrated Services for Children and Young People: Level 6

Fri: 09:00-16:00 23/09/22 1 yr LA £4,500 **HP6STEAL10**

## TRAVEL & TOURISM

### Airline Cabin Crew: Level 2

Tue,Thu: 16:00-18:00 27/02/23 14 wks LA £375 **FP2BTRA7L0**

### Diploma in Travel & Tourism: Level 3

Mon-Fri: 09:00-17:00 05/09/22 1 yr LA £2,573 **FF3CTRA1L0**

## MANY COURSES ARE FREE!

If you are on a low wage, on eligible benefits or studying for your first Level 2 or 3. See page 27.

# FULFILLING LEARNING OPPORTUNITIES

Day and evening courses for adults.

Strode's College offers a wide range of courses for adults, with a mixture of face-to-face and online learning. Whether you are looking to achieve a qualification, improve job prospects or just want to enjoy something new, then there is sure to be a course for you.



## BUSINESS & ACCOUNTING

### Accounting

#### AAT Award in Bookkeeping: Level 1 I G FE1AACC1S0

Wed: 18:00-21:00	21/09/22	17 wks	ST	£250
Wed: 18:00-21:00	22/02/23	17 wks	ST	£250

#### AAT Certificate in Accounting: Level 2 I G FE2BACC3S0

Wed: 18:00-21:00	21/09/22	36 weeks	ST	£690
Mon: 18:00-21:00	09/01/23	20 wks	ST	£690

#### AAT Certificate in Accounting: Level 2 Online I G FR2BACC5S0

Flexi:	Flexi	Online	£690
--------	-------	--------	------

#### AAT Diploma in Accounting: Level 3 Blended Learning I A G F FE3CACC2S0

Mon,Thu: 18:00-21:00	19/09/22	36 wks	ST	£2,573
----------------------	----------	--------	----	--------

#### AAT Diploma in Professional Accounting: Level 4

I A G FE4CACC1S1

Mon,Wed: 18:00-21:00    19/09/22    36 wks    ST    £2,573

# ENROL NOW

HEAD TO [WINDSOR-FOREST.AC.UK](http://WINDSOR-FOREST.AC.UK)

## KEY GUIDE

- I Interview required    A Course suitable for Advanced Learner Loan    F Free Level 3 course
- T Course suitable for Tuition Fee Loan    G Concession available    \*\*Call for more information

## LOCATIONS

**LA** Langley College    **ST** Strode's College    **WN** Windsor College    **CP** Client Premises    **BR** Britwell Playcentre

## COMPUTING & ICT

### General Computing

#### Essential and Functional Skills ICT: Entry to Level 2

Flexi: 20/09/22 10 wks **IG Z44PA030** ST Free

## CREATIVE STUDIES

### Art & Design

#### Drawing and Painting: Absolute Beginners

**XEZZART150**

Wed: 19:00-21:00	21/09/22	10 wks	ST	£155
Wed: 19:00-21:00	11/01/23	10 wks	ST	£155
Wed: 19:00-21:00	26/04/23	8 wks	ST	£125

#### Drawing and Painting Studio: Advanced

**XEZZART350**

Mon: 19:00-21:00	19/09/22	10 wks	ST	£155
Mon: 19:00-21:00	09/01/23	10 wks	ST	£155
Mon: 19:00-21:00	24/04/23	8 wks	ST	£125

## CRAFTS

### Sew Like A Pro: Beginners

**XE1MCRA150**

Mon: 18:30-20:30	19/09/22	10 wks	ST	£185
Mon: 18:30-20:30	16/01/23	10 wks	ST	£185
Mon: 18:30-20:30	24/04/23	8 wks	ST	£155

## MANY COURSES ARE FREE!

If you are on a low wage, on eligible benefits or studying for your first Level 2 or 3. See page 28.

## ENGLISH

### Part-time English

**IG Z44PA023**

Flexi: 09:00-21:00 19/09/22 Flexi ST Free

### English Language: GCSE

**IG NE1HENG550**

Wed: 18:30-21:00 21/09/22 28 wks ST £395





## HEALTH, CARING & CHILDCARE

### Counselling

#### Skills and Education Group Award in Counselling Concepts: Level 2

**I C** FE2AHEA4S0

Wed: 18:00-21:00 18/01/23 10 wks ST £180

Wed: 18:00-21:00 26/04/23 10 wks ST £180

#### Skills and Education Group Certificate in Counselling Skills: Level 2

**I C** FP2BHEA6S0

Tue: 09:30-12:30 27/09/22 33 wks ST £600

#### Skills and Education Group Certificate in Counselling Skills: Level 2

**I C** FE2BHEA6S0

Wed: 18:00-21:00 28/09/22 33 wks ST £600

#### Skills and Education Group Certificate in Counselling Skills: Level 3

**I A C F** FP3BHEA4S0

Tue: 09:30-12:30 20/09/22 36 wks ST £811

#### Skills and Education Group Certificate in Counselling Skills: Level 3

**I A C F** FE3BHEA4S0

Wed: 18:00-21:00 21/09/22 36 wks ST £811

#### Skills and Education Group Diploma in Therapeutic Counselling: Level 4

**I A** XE4CHEA2S1

Mon,Wed: 18:00-21:00 26/09/22 2 yrs ST £3,550

### Health & Social Care

#### Award in Health and Social Care: Level 3

**I C** FE3AHEA1S0

Wed: 16:00-19:00 14/09/22 12 wks ST £362

Wed: 16:00-19:00 18/01/23 12 wks ST £362

# ENROL NOW

HEAD TO [WINDSOR-FOREST.AC.UK](http://WINDSOR-FOREST.AC.UK)

## KEY GUIDE

**I** Interview required **A** Course suitable for Advanced Learner Loan **F** Free Level 3 course

**T** Course suitable for Tuition Fee Loan **C** Concession available \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre

# English for Speakers of Other Languages (ESOL)

If your first language is not English then our ESOL courses can help you improve your skills for work or further study.

We teach beginner to advanced level courses which will help develop your speaking, listening, reading, writing, grammar, vocabulary and punctuation skills.

Book an assessment by calling on **01784 437506** (select Adult Education option) or email [adult.education@windsor-forest.ac.uk](mailto:adult.education@windsor-forest.ac.uk)

## LEARN ENGLISH

<b>ESOL/Learn English Part-time at Strode's</b>	<b>IG Z44PA022</b>
Flexi: 12/09/22 Flexi	ST **

## MATHS

<b>Part-time Maths</b>	<b>IG Z44PA024</b>
Flexi: 09:00-21:00 20/09/22 Flexi	ST **

<b>Mathematics: GCSE</b>	<b>IG FE2FMAT4S0</b>
Mon: 18:30-21:00 19/09/22 28 wks	ST £395

## TEACHER TRAINING

<b>Award in Education and Training: Level 3 Online</b>	<b>XE3ATEA2S0</b>
Mon: 18:30-21:00 26/09/22 8 wks	ST £315
Mon: 18:30-21:00 16/01/23 8 wks	ST £315
Mon: 18:30-21:00 24/04/23 8 wks	ST £315



# INSPIRING COURSES

Enrich your leisure time

Set in the heart of the picturesque town of Windsor you can enjoy a wide range of courses in our bright and modern campus. Courses ranging from Drawing to Languages to help you boost your career, to creative leisure courses that will inspire you to take up a new hobby. There is a range of face-to-face and online learning options too.



## COMPUTING & ICT

### Media

#### Social Media Marketing

#### XEZZMED1W0

Wed: 18:30-20:00	21/09/22	10 wks	WN	£195
Wed: 18:30-20:00	11/01/23	10 wks	WN	£195
Wed: 18:30-20:00	26/04/23	8 wks	WN	£155

## CREATIVE STUDIES

### Art & Design

#### Digital Photography: Beginners

#### XEAMART4W0

Tue: 19:00-21:00	20/09/22	10 wks	WN	£170
Tue: 19:00-21:00	10/01/23	10 wks	WN	£170
Tue: 19:00-21:00	25/04/23	8 wks	WN	£136

#### Digital Photography: Improvers

#### XEAMART5W0

Thur: 19:00-21:00	22/09/22	10 wks	WN	£170
Thur: 19:00-21:00	12/01/23	10 wks	WN	£170
Thur: 19:00-21:00	27/04/23	8 wks	WN	£136

#### Drawing and Painting: Mixed Ability

#### XEAMART3W0

Tue: 19:00-21:00	20/09/22	10 wks	WN	£155
Tue: 19:00-21:00	10/01/23	10 wks	WN	£155
Tue: 19:00-21:00	25/04/23	8 wks	WN	£125

#### Interior Design and Styling: Beginners

#### XEAMDES1W0

Thur: 18:00-20:30	22/09/22	8 wks	WN	£160
-------------------	----------	-------	----	------

#### Interior Design and Styling: Intermediate

#### XE2MDES1W0

Thur: 18:00-20:30	12/01/23	8 wks	WN	£185
-------------------	----------	-------	----	------

#### Interior Design and Styling: Mixed Ability

#### XEAMDES2W0

Thur: 18:00-20:30	27/04/23	8 wks	WN	£185
-------------------	----------	-------	----	------

## KEY GUIDE

- I** Interview required
- A** Course suitable for Advanced Learner Loan
- F** Free Level 3 course
- T** Course suitable for Tuition Fee Loan
- C** Concession available
- \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre



### Upcycling Furniture and Simple Reupholstery

Wed: 18:00-21:00	15/03/23	3 wks	WN	£80
Thur: 18:00-21:00	01/12/22	3 wks	WN	£80

### Pottery: Beginners

Thur: 19:00-21:00	22/09/22	10 wks	WN	£195
Thur: 19:00-21:00	12/01/23	10 wks	WN	£195
Thur: 19:00-21:00	27/04/23	8 wks	WN	£155
Wed: 16:00-18:00	21/09/22	10 wks	WN	£195
Wed: 16:00-18:00	11/01/23	10 wks	WN	£195
Wed: 16:00-18:00	26/04/23	8 wks	WN	£155

### Pottery: Intermediate

Wed: 19:00-21:00	21/09/22	10 wks	WN	£195
Wed: 19:00-21:00	11/01/23	10 wks	WN	£195
Wed: 19:00-21:00	26/04/23	8 wks	WN	£155

### XEAMDES4W0

### XEZZCRA5W0

### XEZZCRA1W0

## CRAFTS

### Flower Design

Thur: 19:00-21:00	22/09/22	10 wks	WN	£195
Thur: 19:00-21:00	12/01/23	10 wks	WN	£195
Thur: 19:00-21:00	27/04/23	8 wks	WN	£155

### XEAMCRA4W0

### Sew Like a Pro: Beginners

Tue: 16:15-18:15	20/09/22	10 wks	WN	£195
Wed: 18:30-20:30	21/09/22	10 wks	WN	£195
Tue: 16:15-18:15	10/01/23	10 wks	WN	£195
Wed: 18:30-20:30	11/01/23	10 wks	WN	£195
Tue: 16:15-18:15	25/04/23	8 wks	WN	£155
Wed: 18:30-20:30	26/04/23	8 wks	WN	£155

### XE1MCRA1W0

### Sew Like a Pro: Intermediate

Tue: 18:30-20:30	20/09/22	10 wks	WN	£195
Tue: 18:30-20:30	10/01/23	10 wks	WN	£195
Tue: 18:30-20:30	25/04/23	8 wks	WN	£155

### XE1MCRA2W0

## MANY COURSES ARE FREE!

If you are on a low wage, on eligible benefits or studying for your first Level 2 or 3. See page 28.

## MEDIA

### UAL Level 4 Foundation Diploma in Artistic Media Production

Mon-Fri: 09:00-17:00	06/09/22	1 yr	WN	£5,421
----------------------	----------	------	----	--------

### UAL F4CART2W0

### UAL Level 4 Foundation Diploma in Artistic Media Production – Art & Design

Mon-Fri: 09:00-17:00	06/09/22	1 yr	WN	£5,421
----------------------	----------	------	----	--------

### UAL F4CART2W0

## PERFORMING ARTS

**UAL Professional Diploma in Performance** **I A G FF4CPER1W0**  
 Mon-Fri: 09:00-17:00 06/09/22 1 yr WN £4,670

## HEALTH, CARING & CHILDCARE

### Counselling

**Introduction to Counselling and Life Coaching** **XEZZHEA1W0**  
 Tue: 19:00-21:00 04/10/22 8 wks WN £150  
 Tue: 19:00-21:00 31/01/23 8 wks WN £150  
 Tue: 19:00-21:00 09/05/23 8 wks WN £150

## LANGUAGES

**French: Beginners Stage 1** **XEAMFRE2W0**  
 Thur: 19:00-21:00 15/09/22 12 wks WN £245

**French: Post Beginners** **I G FEDAFRE1W0**  
 Thur: 19:00-21:00 19/01/23 17 wks WN £165

**French: Lower Intermediate** **I G FE1AFRE1W0**  
 Tue: 19:00-21:00 13/09/22 30 wks WN £165

**French: Intermediate** **I XEAMFRE3W0**  
 Thur: 19:00-21:00 15/09/22 30 wks WN £150

**Higher Level French Conversation** **XP3MFRE1W0**  
 Fri: 13:00-14:30 23/09/22 10 wks WN £165  
 Fri: 13:00-14:30 20/01/23 10 wks WN £165  
 Fri: 13:00-14:30 21/04/23 10 wks WN £165

**Italian: Beginners Stage 1** **XEAMITA1W0**  
 Tue: 19:00-21:00 13/09/22 12 wks WN £245

**Italian: Post Beginners** **I G FEDAITA1W0**  
 Tue: 19:00-21:00 10/01/23 17 wks WN £165

**Italian: Intermediate** **I XEAMITA2W0**  
 Tue: 18:00-20:00 13/09/22 30 wks WN £430

**GCSE Italian: 9-1** **I G FE2GITA1W0**  
 Tue: 18:00-20:30 13/09/22 32 wks WN £395

**Business Spanish: Beginners (Online)** **XEAMSPA3W0**  
 Mon: 19:00-21:00 26/09/22 10 wks Online £170  
 Mon: 19:00-21:00 23/01/23 10 wks Online £170  
 Mon: 19:00-21:00 24/04/23 10 wks Online £170

**Spanish: Beginners Stage 1** **XEAMSPA1W0**  
 Wed: 19:00-21:00 14/09/22 12 wks WN £245  
 Thur: 19:00-21:00 15/09/22 12 wks WN £245

**Spanish: Post Beginners** **I G FEDASPA1W0**  
 Wed: 19:00-21:00 25/01/23 17 wks WN £165

**Spanish: Lower Intermediate** **I G FE1ASPA1W0**  
 Wed: 19:00-21:00 14/09/22 30 wks WN £165

**Spanish: Intermediate** **I XEAMSPA2W0**  
 Wed: 19:00-21:00 14/09/22 30 wks WN £430

**Higher Level Spanish Conversation** **XE3MSPA2W0**  
 Thur: 19:00-21:00 22/09/22 10 wks WN £165  
 Thur: 19:00-21:00 19/01/23 10 wks WN £165  
 Thur: 19:00-21:00 20/04/23 10 wks WN £165

**Spanish: Advanced** **I XE3MSPA1W0**  
 Thur: 18:00-20:00 15/09/22 32 wks WN £560

**GCSE Spanish: 9-1** **I G FE2GSPA1W0**  
 Wed: 19:00-21:30 14/09/22 32 wks WN £395

**AS Level Spanish** **I A G FE3ESPA1W0**  
 Thur: 18:00-21:00 15/09/22 34 wks WN £360

**A2 Level Spanish** **I A XE3DSPA2W0**  
 Thur: 18:00-21:00 15/09/22 34 wks WN £724

## KEY GUIDE

**I** Interview required **A** Course suitable for Advanced Learner Loan **F** Free Level 3 course  
**T** Course suitable for Tuition Fee Loan **G** Concession available \*\*Call for more information

## LOCATIONS

**LA** Langley College **ST** Strode's College **WN** Windsor College **CP** Client Premises **BR** Britwell Playcentre

## Sign Language

### Introduction to British Sign Language

Tue: 19:00-21:00	20/09/22	10 wks	WN	£145
Wed: 19:00-21:00	11/01/23	10 wks	WN	£145
Tue: 19:00-21:00	25/04/23	8 wks	WN	£116

### British Sign Language: Intro Plus

Wed: 19:00-21:00	21/09/22	10 wks	WN	£145
Tue: 19:00-21:00	10/01/23	10 wks	WN	£145
Wed: 19:00-21:00	26/04/23	8 wks	WN	£116

### XEAMSIG1W0

### XEAMSIG2W0

## English for Speakers of Other Languages (ESOL)

If your first language is not English then our ESOL courses can help you improve your skills for work or further study.

We teach beginner to advanced level courses which will help develop your speaking, listening, reading, writing, grammar, vocabulary and punctuation skills. In addition, we offer the Cambridge International exams.

Book an assessment by calling on **01784 437506** (select Adult Education option) or email **adult.education@windsor-forest.ac.uk**

## LEARN ENGLISH

### ESOL / Learn English Part-time in Windsor

Flexi: 09:00-21:30

19/09/22 Flexi

**Z44PA005**

WN \*\*

## TEACHER TRAINING

### Certificate in Education and Training: Level 4

Tue: 17:00-20:30

20/09/22 34 wks

**XE4BTEA1W0**

WN £1,417

# ENROL NOW

HEAD TO [WINDSOR-FOREST.AC.UK](http://WINDSOR-FOREST.AC.UK)

# ONLINE COURSES



Learn from the comfort of your own home with one of our online courses.

## Business

**Certificate in Principles of Business Administration: Level 2** **1 G FR2BBUS9S0**  
Flexi: 01/08/22 12 wks Online £375

**Conflict Management** **XREMSKM1S0**  
Flexi: 01/08/22 Online £45

**Leadership and Management Programme** **XREMSKM5S0**  
Flexi: 01/08/22 22 wks Online £210

**Certificate in Principles of Customer Service: Level 2** **1 G FR2BBUS8S0**  
Flexi: 01/08/22 12 wks Online £375

**Certificate in Principles of Leadership & Management: Level 3** **1 A XR3BBUS5S0**  
Flexi: 01/08/22 12 wks Online £632

**Performance Management** **XREMSKM2S0**  
Flexi: 01/08/22 Online £45

**Principles of Sustainable Communities** **XREMSKE3S0**  
Flexi: 01/08/22 Online £45

**Principles of Sustainable Development** **XREMSKE2S0**  
Flexi: 01/08/22 Online £455

**Principles of Sustainable Energy Management** **XREMSKE1S0**  
Flexi: 01/08/22 Online £45

**Principles of Sustainable Transport** **XREMSKE4S0**  
Flexi: 01/08/22 Online £45

**Stress Management** **XREMSKM3S0**  
Flexi: 01/08/22 Online £45

**Understanding Leadership** **XREMSKM4S0**  
Flexi: 01/08/22 Online £45

## Health & Social Care

**Certificate in the Principles of the Prevention & Control of Infection in Health Care Settings** **1 G FR2BHEA7S0**  
Flexi: 05/09/22 16 wks Online £375

**COSHH Risk Assessment** **XREMSKS3S0**  
Flexi: 01/08/22 Online £45

**Dementia Awareness** **XREMSKH2S0**  
Flexi: 01/08/22 Online £45

**Dementia Understanding Anxiety** **XREMSKH3S0**  
Flexi: 01/08/22 Online £45

**First Aid Programme** **XREMSKS4S0**  
Flexi: 01/08/22 Online £85

**Food Safety Awareness** **XREMSKS6S0**  
Flexi: 01/08/22 Online £45

**Health and Safety in the Workplace** **XREMSKS5S0**  
Flexi: 01/08/22 Online £45

**Manual Handling Safety at Work** **XREMSKS1S0**  
Flexi: 01/08/22 Online £45

**Mental Health Awareness** **XREMSKH6S0**  
Flexi: 01/08/22 Online £45

**Prevention and Control of Infection** **XREMSKH1S0**  
Flexi: 01/08/22 Online £45

**Principles of Dementia Care: Level 2 Certificate** **1 G FR2BHEA9S0**  
Flexi: 01/08/22 20 wks Online £362  
Flexi: 01/08/22 20 wks Online £362

**Understanding the Principles of Dementia Care: Level 3 Certificate** **1 A G F FR3BHEA6S0**  
Flexi: 01/08/22 20 wks Online £362

**Principles of End of Life Care: Level 3 Certificate** **1 A G F FR3BHEA7S0**  
Flexi: 01/08/22 20 wks Online £362

**Safeguarding Adults and Children** **XREMSKS2S0**  
Flexi: 01/08/22 Online £45

**Understanding Depression** **XREMSKH4S0**  
Flexi: 01/08/22 Online £45

**Understanding Eating Disorders** **XREMSKH5S0**  
Flexi: 01/08/22 Online £45



# PAYING FOR YOUR COURSE

We aim to make learning accessible for all. There are a variety of ways to pay as well as funding schemes from both the College and the government to help support you with your studies.

## Funding your studies

Depending on your circumstances, you may be eligible for free or partially funded courses or a government loan. For those not eligible, however, our courses are competitively priced and offer good value for money. We also offer instalment plans on some courses.

## Course fees

You will find the fee for each course listed alongside the course in this guide or on our website. This fee includes the cost of tuition. For some courses there may be an additional cost for personal materials such as equipment or books.

## Free or partially funded courses

You may be eligible for free courses or reduced fees depending on your circumstances, such as:

- You are in receipt of Job Seeker's Allowance or other eligible benefits.
- You earn less than £18,525 per annum (full or part time).
- You are studying for the first time at a particular academic level.
- You are studying for an approved qualification in English and Maths.
- You are studying for an apprenticeship.
- You are studying for an ESOL qualification at college.

To find out about free or reduced course fees for adults, please contact our Admissions team on **01753 793288** or email [admissions@windsor-forest.ac.uk](mailto:admissions@windsor-forest.ac.uk)

# FINANCIAL SUPPORT

Sources of help available to students include the following student loans and support funds.

## Advanced Learner Loans

### Advanced Learner Loan

A government loan is available for those aged 19 and over (and resident in the UK) to help cover the tuition fees for some Level 3 and 4 qualifications, if you are not eligible for any other funding as below:

- Aged 19–23 and studying your first Level 3 course? If so your course will be free (charges for personal materials or equipment may still apply).
- Aged 19–23 and already have a Level 3? If you wish to study a new course at Level 3 or 4 then you can apply for an Advanced Learner Loan to cover the costs.
- Aged 24+? Regardless of whether you already hold a Level 3 or 4 qualification – if you wish to study for a new course at Level 3 or 4 you can apply for the Advanced Learner Loan to cover the tuition fees.

The Advanced Learner Loan will cover all course tuition fees and will be paid directly to the College.

These loans are not means tested or credit checked. You will only start to repay the loan once you finish (or leave) the course and are earning more than £27,295 per year.

Courses qualifying for the loan are marked with an **A** next to the title. Also if you study an Access to HE course your loan could be written off if you successfully progress and complete a degree level course.

## Advanced Learner Bursary

If you have a low household income and are studying at Level 3 or above (excluding HND, HNC or Foundation Degree) you may be eligible for help with childcare, travel or equipment costs via the Advanced Learner Bursary.

## Tuition fees

You can apply for a Tuition Fee Loan to cover the cost of fees for HNCs, HNDs or Foundation Degrees which are marked with a **T** next to the course. This loan is not based on income and there is no upper age limit for applying. Repayments only start when you finish the course and are earning over £27,295 per year. For more details, visit [www.slc.co.uk](http://www.slc.co.uk)



For support and advice contact our Student Finance team on **01753 793368** or email [financial.support@windsor-forest.ac.uk](mailto:financial.support@windsor-forest.ac.uk)

# ENROLMENT INFORMATION

## Additional documents required

You will need to provide additional documents when you enrol:

- An official letter on headed paper confirming payment of fees if your employer is paying for your course.
- Your passport, visa or other paperwork relating to your stay in the UK if you have recently arrived in the country or obtained pre-settled or settled status under the EU Settlement Scheme.
- Evidence of receipt of benefits (dated within the last six weeks) if you wish to claim reduced fees. For example, a letter from Jobcentre Plus.
- Your bank details if you wish to pay for your course through an instalment plan.

**PLEASE NOTE:** you must provide original documents not photocopies.

**The easiest and quickest way to enrol is online, where any fees can be paid in full via a credit/debit card.** If needed you can also enrol in person – however you must not come into the College unless you have been asked to do so. Please contact us by email in the first instance.



## Paying for your course

Payment for your course needs to be made before your place can be confirmed. You can pay by:

- Credit or debit card (excluding American Express and Solo) by phone or in person at one of our colleges.
- Instalment plan to spread the cost of the eligible course across four payments.

## Paying for your course by loan

If you wish to pay for your course using a loan from the Student Loans Company (SLC), you will need to have applied for your loan and had it approved prior to starting your course with us. You will need to provide evidence of your loan application when you enrol.

## Payment by an employer

If your employer is paying for your course, you will need to provide an official signed letter of authority from them confirming responsibility for your course fees. If your employer's payment system requires it, you should also provide an official purchase order or project number. Your employer will be invoiced for your course fees after your enrolment. Please ensure you complete your employer's details on your enrolment form. On some courses, employers can access funding to help with the cost of course fees.

## Refunds

If your course is cancelled by the College for any reason and no alternative course is available, we will fully reimburse your fees. We will not, however, reimburse fees if you voluntarily withdraw from a course. If you withdraw from a course paid for by your employer, your employer will still be liable for the payment of fees.

## People new to the UK

The costs listed in this prospectus and on our website apply to 'home' students. If you have recently arrived in the UK, or are in the UK on a visa, you may be charged at the higher international rate.

For more advice and information please email [admissions@windsor-forest.ac.uk](mailto:admissions@windsor-forest.ac.uk) or call **01753 793288**





**BCA**  
Your College



## We offer a range of popular Level 2 & 3 Royal Horticultural Society (RHS) Courses

For more information, please scan the QR code or contact our RHS Team on the details below.



**Jo Parsons | RHS Administrator** E: [JParsons@bca.ac.uk](mailto:JParsons@bca.ac.uk) T: 01628 827485  
BCA, Hall Place, Burchetts Green, Maidenhead, Berkshire, SL6 6QR

Book your place at: [www.bca.ac.uk/subjects/rhs](http://www.bca.ac.uk/subjects/rhs)

## **BCA** LANDBASED TRAINING



Providing a range of approved courses for land-based industries

- Safe Use and Application of Pesticides e.g. PA1, PA2, PA6A (AW)
- Chainsaw Maintenance and Crosscutting
- Aerial Cutting
- Felling up to and over 380mm
- Tree Climbing and Aerial Rescue
- Emergency First Aid at Work + Forestry



Both refresher and bespoke training courses can be tailored to suit your needs. For a full list scan the QR code or visit:

[www.bca.ac.uk/subjects/land-based-training](http://www.bca.ac.uk/subjects/land-based-training)

For more information or to book, please contact us on:

**E:** [landbasedtraining@bca.ac.uk](mailto:landbasedtraining@bca.ac.uk) | **T:** 01628 827317  
BCA Landbased Training, Hall Place, Burchetts Green,  
Maidenhead, SL6 6QR



### Langley College

Station Road, Langley,  
Berkshire SL3 8BY

**01753 793000**



### Strode's College

High Street, Egham,  
Surrey TW20 9DR

**01784 437506**



### Windsor College

St Leonards Road, Windsor,  
Berkshire SL4 3AZ

**01753 793000**



[www.windsor-forest.ac.uk](http://www.windsor-forest.ac.uk)

[admissions@windsor-forest-ac.uk](mailto:admissions@windsor-forest-ac.uk)

### KEEP UPDATED AND JOIN US ON SOCIAL MEDIA:



@WindsorForestColleges



@windsorforestcg



@WindsorForestCG



@windsorforestcolleges

