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Thank you for picking up our part-time prospectus and for considering Harrogate College for your studies.

Harrogate College has a vast range of courses for you to choose from which are all suitable for a wide range of learners. So, whether you’re looking to boost your CV, get back into employment or simply to meet new people and gain new skills, we are sure to have a course to suit you.

If you choose to study with us you will be taught by experienced and skilled tutors and have access to our dedicated support services, including funding support, counselling and careers advice and guidance to support you and your future aspirations. I look forward to welcoming you to our college and being part of our family.

Kevin Williams
Principal, Harrogate College
**Student Support**

**Enrol Now, Pay Later**

If you enrol before the 16th August you will not need to pay anything at the time of enrolment. Your deposit will be taken on 4th September automatically and then any future instalments will be taken either weekly, monthly or termly. This can be done via Direct Debit or Credit/Debit card payment plan.

In order for instalments to be an option the course cost has to be over £100 and running for 10 weeks or more.

**Financial Help**

If you are studying on a part-time course you may be eligible for help towards the cost of your course from the Learner Support Fund or the Advanced Learner Loans Bursary Fund.

Application forms are available from Student Services and help may be available with books, equipment and childcare. The funds are means tested and early application is advised.

**No Fees to Pay**

If you are aged 19+ you may not have to pay fees on funded Further Education courses if you meet certain criteria.

**Open Events 2018/19**

- Sat 29th Sept 2018 10am-2pm
- Tue 13th Nov 2018 5pm-7pm
- Sat 8th Dec 2018 10am-2pm
- Thur 17th Jan 2019 5pm-7pm
- Thur 14th Mar 2019 5pm-7pm
- Sat 11th May 2019 10am-2pm
- Sat 15th June 2019 10am-2pm

For more information regarding course fees and to see if you qualify for a fee waiver please call 01423 879466.

**Equality & Diversity**

Harrogate college is committed to a policy of equal opportunities for all and to providing an environment that promotes equality for all and celebrates its diverse community. We value everyone equally and do not treat anyone less favourably on the basis of gender, disability, race/ethnicity, sexual orientation, age, religion/faith/belief, gender reassignment, pregnancy/maternity or marriage or civil partnership status. These are the protected characteristics as defined in the Equality Act 2010.

The Group expects all staff, students and visitors to do the same. We strive to achieve excellence with our diverse student community and our own staff, recognising that people have different needs, culture, experience and expectations. We expect and encourage staff and students to work together to overcome all forms of discrimination and harassment. Through our shared Group values every individual is respected as of right and this should always be reflected in our language, behaviours and actions.

**Student Support**

A wide range of additional student support is available, including:

- Support for literacy, numeracy and study skills to help students successfully complete their course
- A Learning Resource Centre providing a wide range of resources, including computer and internet access as well as reading materials
- A student welfare and counselling service to support you
- The SEND (Special Education Needs & Disabilities) Additional Support team offer educational support to students to remove barriers to learning whilst encouraging independence
How do I apply for my part-time courses?

PICK YOUR COURSE
Look through this prospectus or our website and find the course(s) for you.

NOT SURE WHAT TO DO?
Contact our Course Information Team for some advice on (01423) 878211, email oncourse@harrogate.ac.uk or visit one of our Open Events to speak to our friendly tutors.

YOU’VE MADE YOUR CHOICE
Great, if the course you’ve chosen states you need an interview then you need to complete an application form, you can do this online at www.harrogate-college.ac.uk

WHAT NEXT?
Depending on the course, you may be invited to: an interview, take a literacy or numeracy test OR a meet and greet to find out who else will be on your course. If any of the above is relevant to your course choice we’ll be in touch to arrange a suitable date and time.

ENROLMENT
You can enrol in person at Harrogate College, Hornbeam Park.

ENROLMENT DATES
Enrol from Mon 9th July
Mon-Thu 8.30am - 4.30pm, Fri 8.30am - 4pm
Look out for extended enrolment opening hours from w/c 3 September.
Loans are available to help you with the costs of studying a qualification from Level 3 up to Level 6. This does not affect your legal entitlement to full funding for your course if you are aged 19 to 23 and do not already hold a full Level 3 qualification or above. However, the course or qualification you wish to study must be listed by the ESFA as eligible for full funding entitlement. Those who already hold a Level 3 qualification or above and all those aged 24 and over will need to either self-fund or apply for a loan.

You can apply for a loan to pay the tuition fees towards your course, which will be paid directly to the College on your behalf.

Unlike a bank loan, your monthly repayment will be based on your income and repayments will then only start once you are earning over £25,000 per year. Repayments start at as little as £7 per month (based on an income of £22,000 per year before tax) meaning that this is a great way to access courses that previously, for financial reasons, may have been out of your reach.

Apply online or download an application form
www.gov.uk/advanced-learner-loan

An Access Course at Harrogate College can offer you a fast-paced, life-changing course which allows you to develop valuable writing and research skills, as well as gaining a qualification that is valued by universities.

There are two diplomas to choose from:
• Access to Humanities and Social Sciences
• Access to Health Science & Professions

Assessment of work is varied, including exams, essays, debates and presentations, all of which prepare you for the experience that you can expect when you progress to a degree at Harrogate College or to University. Within the College there is a strong community of access students, who all support one another to ensure that you can succeed on your course.

If you are looking for a change of career or if you feel that you are stuck in a rut and want to find your way out of it, education can hand you the keys to new opportunities. Kick start the new life that you have been looking for. Now is the time to change. Sign up for an Access Course today.

For more information on entry requirements and fees, please visit
www.harrogate-college.ac.uk/access
Offering a range of courses in the art industry.

For information on all courses visit www.harrogate-college.ac.uk or contact oncourse@harrogate.ac.uk

<table>
<thead>
<tr>
<th>Course Name &amp; Code</th>
<th>Days</th>
<th>Duration (weeks)</th>
<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
</tr>
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<tbody>
<tr>
<td>RPTCERA1-XXXX1</td>
<td>Mon</td>
<td>30</td>
<td>TBC</td>
<td>10am-4pm</td>
<td>N</td>
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<td>RPTCERA1-XXXX2</td>
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<td>30</td>
<td>TBC</td>
<td>10am-4pm</td>
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<tr>
<td>RPTCERA1-XXXX3</td>
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<td>TBC</td>
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<tr>
<td>RPEPHOB1-SXXXX1</td>
<td>Wed</td>
<td>8</td>
<td>TBC</td>
<td>6pm-9pm</td>
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<tr>
<td>RPEPHOI1-SXXXX1</td>
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<td>8</td>
<td>TBC</td>
<td>6pm-9pm</td>
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</table>

If your chosen course requires an interview, you’ll need to complete an application form at www.harrogate-college.ac.uk/application/fe
Offering a range of courses in the business industry.

For information on all courses visit www.harrogate-college.ac.uk or contact oncourse@harrogate.ac.uk

**BUSINESS & COMPUTING**

<table>
<thead>
<tr>
<th>Course Name &amp; Code</th>
<th>Days</th>
<th>Duration (weeks)</th>
<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
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<td>RPEAAT21-ICL21</td>
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<td>03/09/18</td>
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<td>RPEAAT31-ICL21</td>
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<tr>
<td>RPEAAT41-ICL21</td>
<td>Mon &amp; Wed</td>
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<td>RPEAAT41-ICL21</td>
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<th>Course Name &amp; Code</th>
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<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
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<th>Course Name &amp; Code</th>
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<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
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<td>RPECHEP1-ICL21</td>
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<td>03/09/18</td>
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<tr>
<td>RPECHEP1-ICL21</td>
<td>Tue</td>
<td>21</td>
<td>08/01/19</td>
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Offering a range of courses in core subjects.

For information on all courses visit www.harrogate-college.ac.uk or contact oncourse@harrogate.ac.uk

ENGLISH, MATHS & SCIENCE

<table>
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<tr>
<th>Course Name &amp; Code</th>
<th>Days</th>
<th>Duration (weeks)</th>
<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
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<tr>
<td>RPTFSEM1-1 Functional Skills - English</td>
<td>Tue</td>
<td>35</td>
<td>04/09/18</td>
<td>1pm-3pm</td>
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<tr>
<td>RPTFSEM1-1 Functional Skills - Maths</td>
<td>Wed</td>
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<td>05/09/18</td>
<td>1pm-3pm</td>
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<td><strong>GCSE's</strong></td>
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<td>RPTMATH1-GML21 GCSE Mathematics</td>
<td>Mon</td>
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<td>03/09/18</td>
<td>1pm-4pm</td>
<td>Y</td>
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<td>RPTMATH1-GML21 GCSE Mathematics</td>
<td>Wed</td>
<td>33</td>
<td>05/09/18</td>
<td>6pm-9pm</td>
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<td>RPTENGL1-GEL21 GCSE in English Language</td>
<td>Tue</td>
<td>33</td>
<td>04/09/18</td>
<td>1pm-4pm</td>
<td>Y</td>
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<td>RPTESOL1-GSL21 GCSE Science</td>
<td>Wed</td>
<td>33</td>
<td>05/09/18</td>
<td>6pm-9pm</td>
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<td><strong>ESOL</strong></td>
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<td>RPTESOL1-4 English for Speakers of Other Languages (ESOL)</td>
<td>Var</td>
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<td>Sept</td>
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<td>RPTESOL1-8 English for Speakers of Other Languages (ESOL)</td>
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<td>Sept</td>
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<tr>
<td>RPTESOL1-8 English for Speakers of Other Languages (ESOL)</td>
<td>Var</td>
<td>17</td>
<td>Feb</td>
<td>TBC</td>
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If your chosen course requires an interview, you’ll need to complete an application form at www.harrogate-college.ac.uk/application/fe
Offering a range of courses in health & care subjects.

**HEALTH & CARE**

<table>
<thead>
<tr>
<th>Course Name &amp; Code</th>
<th>Days</th>
<th>Duration (weeks)</th>
<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
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<td>RPEICS11-SXXXX1</td>
<td>Var</td>
<td>14</td>
<td>Var</td>
<td>Var</td>
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<td>Initial Counselling Skills</td>
<td>Tue</td>
<td>10</td>
<td>05/03/19</td>
<td>6pm-9pm</td>
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</tbody>
</table>

For information on all courses visit [www.harrogate-college.ac.uk/pt-hea](http://www.harrogate-college.ac.uk/pt-hea)
or contact oncourse@harrogate.ac.uk

Offering a range of courses in welding.

**WELDING**

<table>
<thead>
<tr>
<th>Course Name &amp; Code</th>
<th>Days</th>
<th>Duration (weeks)</th>
<th>Start Date(s)</th>
<th>Times</th>
<th>Interview</th>
</tr>
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<tbody>
<tr>
<td>RPEWELD1-SCWL11</td>
<td>Mon</td>
<td>12</td>
<td>TBC</td>
<td>6pm-9pm</td>
<td>N</td>
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<tr>
<td>Level 1 EMTA Award Welding Skills</td>
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<td></td>
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<tr>
<td>RPEWELD1-SCWL11</td>
<td>Mon</td>
<td>12</td>
<td>TBC</td>
<td>6pm-9pm</td>
<td>N</td>
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<tr>
<td>Level 1 EMTA Award Welding Skills</td>
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</tbody>
</table>

If your chosen course requires an interview, you’ll need to complete an application form at [www.harrogate-college.ac.uk/application/fe](http://www.harrogate-college.ac.uk/application/fe)
Offering a range of courses in higher education.

For information on all courses visit www.harrogate-college.ac.uk or contact oncource@harrogate.ac.uk

If your chosen course requires an interview, you’ll need to complete an application form at www.harrogate-college.ac.uk
£5 off with this voucher

Name: ....................................................... DOB: ..................
Address: ..................................................................................................................
..............................................................................................................................
Postcode: .................... Tel: .....................................................................................
Email: ........................................................................................................................

*One voucher per customer. Voucher can be used for one treatment only. You must be over 16 to use. Valid until 31st July 2019

To make an appointment, please call 01423 878302

Delicious, fresh food
Come and visit the student-run restaurant at your local College.
Thank you for your support!

Harrogate College, Hornbeam Park, Harrogate, HG2 8QT
01423 878300  www.harrogate-college.ac.uk
Harrogate College has taken reasonable care to ensure that the information contained in this prospectus is correct at the time of going to press. Prospective students should be aware that it is sometimes necessary to cancel or modify courses prior to commencement due to low enrolment or funding changes, including (but not limited to) course content, dates, times, fees and entry requirements.

Prospective students should confirm all details with our Course Information Team prior to enrolment and commencement on a course or entering into any other financial commitment. You may also request a copy of the Harrogate College Fee Policy 2018/2019. If a student or prospective student has outstanding fees from a previous course, enrolment will be refused.

If a course is cancelled by the college prior to commencement, Harrogate College will use reasonable endeavours to offer a suitable alternative course. If a student does not wish to accept, or Harrogate College is not able to offer an alternative course, the student will be entitled to withdraw and may receive an appropriate refund. Where a student is unable to continue, refunds will be made only in exceptional circumstances and at the discretion of the college. All requests for refunds should be submitted in writing. Harrogate College shall not have any further liability.

Harrogate College
Hornbeam Park, Harrogate. HG2 8QT

For information on all courses visit www.harrogate-college.ac.uk or contact oncourse@harrogate.ac.uk / 01423 879466