



PART TIME COURSES 2011  
Keighley Campus

play your part  
leedscitycollege.ac.uk

Keighley Campus also delivers courses throughout the year for the benefit of the local community within Keighley and district. This involves organising and planning relevant learning and training programmes which are delivered at local community centres, primary schools and Sure Start Centres.

- Managing your Money
- Community First Aid Course
- Introduction to Childcare
- Introduction to Childcare with ESOL
- Simple Jewellery Making
- Introduction to Indian Head Massage
- Digital Photography
- Beginners ICT
- Advanced ICT
- Beauty Tasters (with ESOL)
- Basic Home Maintenance
- Introduction to Literacy
- Introduction to Numeracy
- Keeping up with the Kids

Contact Tasleem Akhtar  
t: 01535 685122  
e: tasleem.akhtar@leedscitycollege.ac.uk  
Alternatively contact your nearest school or community centre to check if they are running any courses.

Keighley Campus  
Bradford Road  
Keighley BD21 4HQ  
t: 01535 685 008  
e: keighleycampus@leedscitycollege.ac.uk

play your part  
leedscitycollege.ac.uk

**Hello and welcome to our part time course list, showing courses running at your Leeds City College, Keighley Campus.**

Finding the right course is easy.

1. Find the course you want from our selection.
2. Read about Fees and Finance.
3. Find out more online at [www.leedscitycollege.ac.uk](http://www.leedscitycollege.ac.uk) or from our expert Student Support staff.

**Help and Advice**

We pride ourselves in offering support to students which enables them to achieve the best they can. Student Services staff will be pleased to provide information, advice, guidance and support with a range of issues. This support is impartial, confidential, and free to all current and prospective students\*

**We offer help with:**

- Course choice
- Career choice and progression
- Job seeking skills
- Writing CVs
- Higher Education and UCAS applications
- Volunteering

**Managing personal difficulties:**

- Personal counselling\*

**Welfare issues:**

- Childcare
- Money matters
- Accommodation
- Support for asylum seekers and refugees
- Specialist advice for overseas applicants

**Connexions (for those aged 16-19 or 16-25 with learning difficulties and disabilities)**

- Generalist careers personal advisers
- Specialist personal advisers
- Connexions resource centres

*If we are unable to help you directly, we will refer you to the most appropriate alternative organisation through our extensive network of support agencies.*

*\*(Please note that personal counselling is available to enrolled students only)*

**Equal Opportunities**

We have an equal opportunities policy and welcome applications from people regardless of age, gender, sexual orientation, socio-economic background, religion, disability or ethnic origin

**Fees and Finance**

**Course Fees**

These are: Tuition fee + (exam/registration fees). The fees are for UK and EEA residents only. The fees are for this year only. If you are studying year one of a two year course you will re-enrol and pay again next year.

If your total fees are over £100 and your course lasts over 20 weeks you can pay a 25% deposit with the rest of the fee payable over a maximum of 5 monthly direct debit payments.

**Administration Fee**

All students aged 19 and over will be charged a college administration fee of £10 except for those on local authority sponsored courses. Students already enrolled do not have to pay a second administration fee when enrolling on a new course.

**Tuition Fee Reductions**

The Government partly funds many courses which it describes as a 'priority' for the UK. These courses attract the following concessions:

- 16-18 years old – no charge.
- Those in receipt of Income Support
- Those in receipt of Incapacity Benefit

- The unwaged dependents of those in receipt of Income Support, Incapacity Benefit and Working Tax Credit.

19+ students in receipt of the following active state benefits pay only the college administration fee and any course specific charges:

- Job Seekers Allowance (including the partner where the claim is joint) – Must show official JSA Agreement.
- Employment Support Allowance (ESA) in the Work Related Activity Group – Must show official letter.
- 19+ students studying Adult Basic Skills pay only the college administration fee and any course specific charges.
- 19+ students studying Foundation Learning (Entry and Level 1) excluding Skills for Life and without full Level 2 but needing additional step for progression to Level 2, pay only the exam, college administration fee and any course specific charge.

- 19+ students studying for their first full Level 2 course pay only the exam, college administration fee and any course specific charges.

- Students aged 19-24 studying for their first full Level 3 course pay only the exam, college administration fee and any course specific charges.

**CRB Checks**

Some courses may require students to pay for a Criminal Records check.

**Refunds**

We will refund your fees if your course fails to start or is cancelled within four weeks of the start date due to low enrolments.

**Please note**

Although every effort is made to ensure the accuracy of our course offer, the information may be subject to change. Please check with the College for the latest information. The information printed reflects the College's understanding at this time, but students should check the current position and their personal circumstances before committing to a college course.

The STAR Centre is not just a high-tech environment with lots of flashing lights and computers, although we have all those things, the STAR Centre is about young people.

We specialise in accommodating Primary and Secondary School visits to the STAR Centre for half or full day sessions.

The Star Centre is based at Keighley Campus, Leeds City College directly adjacent to Keighley Railway Station

Learning Zone - Earth Side

- Briefing Room
- Mission Control
- Transit Pod
- Cosmodome

Learning Zone - Space Side

- Space Lab
- Astrobotics
- Air Lock
- Planetscape
- Rocket Visits To Schools
- Cosmodome
- Robotics Planetary Rovers

STAR Centre  
Keighley Campus  
Leeds City College  
Bradford Road  
Keighley  
West Yorkshire  
BD21 4HQ

t: 01535 685 167  
[www.starcentre.org](http://www.starcentre.org)



[www.starcentre.org](http://www.starcentre.org)

Welcome to  
your Universe

**HAIR & BEAUTY SALONS  
OPEN FOR YOU**

**Treatments on offer to men and women include:**

**HAIRDRESSING**

Styling, Colouring, Waving, Perming, Cutting.

**BEAUTY THERAPY**

Waxing, Make-up, Facials, Body Massage, Manicures, Pedicures, Sauna.

**SPECIAL TREATMENTS**

Heat Therapy, Aromatherapy, Electrical Treatments, Lash & Brow, Indian Head Massage, Hot Stones.

All treatments are offered at highly reduced rates and are extremely competitive. Call us for details.

**Opening Times (term time)**

Please contact your preferred Campus Salon for details.

**Horsforth Campus Salon**

Calverley Lane, Horsforth, Leeds, West Yorkshire LS18 4RQ  
t: 0113 216 2490 (for appointments)

**Keighley Campus Salon**

Bradford Road, Keighley, West Yorkshire BD21 4HQ  
t: 01535 685030 (for appointments)

**Thomas Danby Campus Salon**

Roundhay Road, Leeds, West Yorkshire LS7 3BG  
t: 0113 284 6303 (for appointments)



**WHATEVER YOUR INTERESTS, STUDYING AT YOUR AWARD WINNING KEIGHLEY CAMPUS IS A GREAT WAY TO TRY SOMETHING NEW, LEARN MORE, MAKE FRIENDS AND DEVELOP SKILLS.**

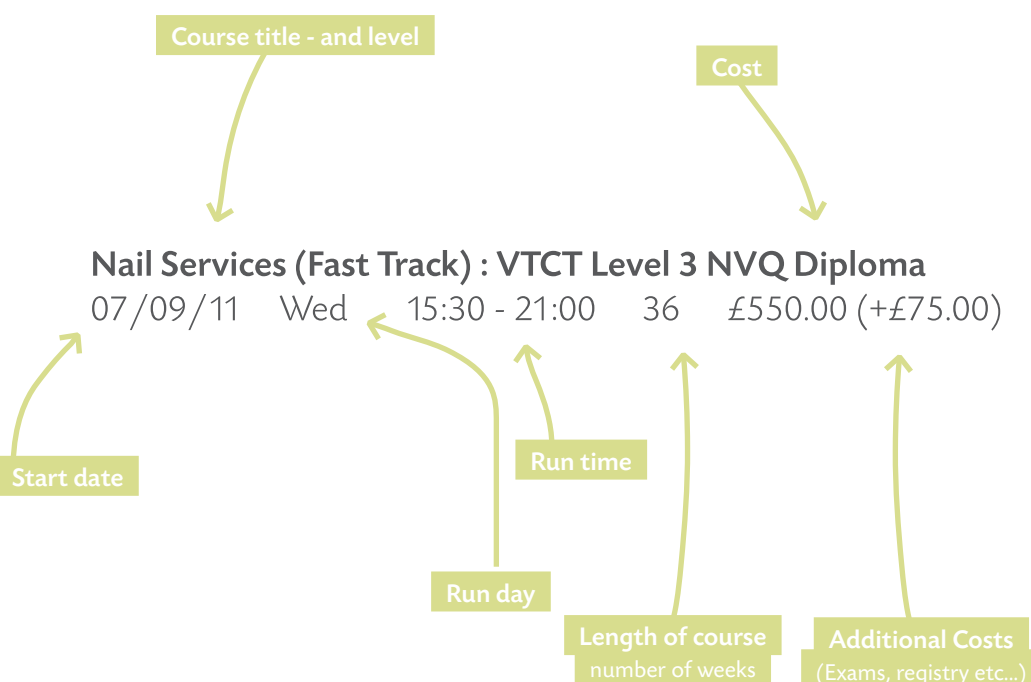
**OUR PART TIME SHORT COURSES ARE OFFERED AT VARIOUS LEVELS AT TIMES TO SUIT YOU.**

**GO ONLINE TO FIND OUT MORE AT [leedscitycollege.ac.uk](http://leedscitycollege.ac.uk)**

## How-to-Use

Using this directory is easy. Courses are arranged alphabetically, and by start date.

We have hundreds of courses listed. You can find out more about any of these courses online at: [www.leedscitycollege.ac.uk/courses](http://www.leedscitycollege.ac.uk/courses)



ARTS FACTORY							
<b>The Arts Factory is a creative workshop space in Keighley, West Yorkshire and our aim is to support both start up businesses and arts enterprise.</b>							
We develop schemes and opportunities for people to test their enterprising skills and support arts and other businesses with workshop space. Our facilities include a laser cutter, Macs with InDesign CS5, laptop space, workshop space, social meeting space.							
<b>Acrylic Painting</b>							
01/11/2011	Tue	10:00 - 12:00	6		£80.00	56424-01	GROUP B
<b>Book Binding</b>							
22/10/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56443-01	
<b>Contemporary Quiltmaking</b>							
02/11/2011	Wed	18:00 - 20:00	6		£80.00	56429-01	GROUP B
<b>Drawing &amp; Painting</b>							
01/11/2011	Tue	18:00 - 20:00	6		£80.00	56426-01	GROUP B
<b>Felt Making</b>							
17/09/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56440-01	
03/11/2011	Thu	13:00-15:00	6		£80.00	56431-01	
<b>Fused Glass Jewellery</b>							
12/11/2011	Sat	10:00 - 15:00	1	DAY W'SHOP	£35.00	56434-01	
<b>Handmade Christmas</b>							
03/11/2011	Thu	18:00 - 20:00	6		£80.00	56432-01	
<b>Jewellery Design</b>							
31/10/2011	Mon	13:00 - 15:00	6		£80.00	56423-01	GROUP B
26/11/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56436-01	
<b>Knitting Basics</b>							
01/10/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56441-01	
<b>Laser Cut Jewellery - Introduction</b>							
15/10/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56448-01	
<b>Laser Cut Jewellery</b>							
31/10/2011	Mon	18:00 - 20:00	6		£80.00	56422-01	GROUP B
<b>Make Do &amp; Mend Textiles</b>							
08/10/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56442-01	
02/11/2011	Wed	10:00 - 12:00	6		£80.00	56444-01	

<b>Printmaking</b>							
02/11/2011	Wed	13:00 - 15:00	6		£80.00	56428-01	GROUP B
<b>Product Photography</b>							
17/09/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56439-01	
<b>Shibori Silk</b>							
19/11/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56435-01	
<b>Stained Glass Decorations</b>							
05/11/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56433-01	
<b>Textile Christmas Gifts</b>							
03/12/2011	Sat	10:00 - 15:00	1	DAY WORKSHOP	£35.00	56437-01	
<b>Watercolour Painting</b>							
01/11/2011	Tue	13:00 - 15:00	6		£80.00	56425-01	GROUP B
<b>Opening Times</b>							
Mon - Thu 9am to 8pm Fri 9am to 5pm, Sat 9am to 5pm							
<b>Enrolment Dates</b>							
22nd August to 2nd September Monday to Friday 9am to 5pm							
<b>Jo Whitehead, Centre Manager</b>							
t: 01535 685 060 / m: 07919302908 / e: jo.whitehead@leedscitycollege.ac.uk c/o Leeds City College, Keighley Campus, Bradford Road, Keighley BD21 4HQ							

ASTRONOMY							
6 week introductory course. Phone: 01535 685 008 for further details.							
BUSINESS							
AAT Accounting Level 2 (JANUARY START) Phone: 0113 216 2422 for further details.							
CONSTRUCTION							
<b>Bricklaying: CSkills Level 3 Diploma</b>							
14/09/11	Wed	09:00 - 18:00	34		£930.00 (+£70.00)**		36282-01
<b>Circular Saw Training</b>							
Phone: 01535 685 008 for further details. 32528-01							

<b>Site Carpentry: CSkills Level 2 Diploma</b>							
13/09/11	Tue	09:00 - 18:00	34		£930.00 (+£70.00)**		41801-01
<b>Trowel Occupations: CSkills NVQ Level 2 Diploma</b>							
13/09/11	Tue	09:00 - 17:00	34		£730.00 (+£70.00)**		25585-01
<b>Trowel Occupations CSkills NVQ Level 3 Diploma</b>							
14/09/11	Wed	09:00 - 18:00	34		£930.00 (+£70.00)**		25830-01
ELECTRICAL							
<b>17th Edition</b>							
Phone: 01535 685 008 for further details. 32514-01							
<b>17th Edition Update</b>							
Phone: 01535 685 008 for further details. 32515-01							
ELECTROTECHNICAL							
<b>Electrotechnical Technology : C&amp;G Level 2 2330 Certificate</b>							
13/09/11	Tue & Wed	18:00 - 21:00	34		£1135.00 (+£80.00)**		36484-01
<b>Electrotechnical Technology : C&amp;G Level 3 2330 Certificate</b>							
13/09/11	Tue & Wed	18:00 - 21:00	34		£950.00 (+£50.00)**		41836-01
ENGINEERING							
<b>Performing Engineering Operations : NVQ Level 1 Certificate</b>							
12/09/11	Mon & Wed	18:00 - 21:00	34		£500.00 (+£90.00)**		25593-01
<b>Performing Engineering Operations : NVQ Level 2 Diploma</b>							
12/09/11	Mon & Wed	18:00 - 21:00	34		£600.00 (+£90.00)**		25583-01
FABRICATION & WELDING							
<b>Certificate in Engineering C&amp;G Level 2 2800</b>							
Wed					£715.00 (+£85.00)		
<b>Certificate in Engineering C&amp;G Level 3 2800</b>							
Thu					£930.00 (+£70.00)		
<b>C&amp;G Level 2 Year 1 Diploma PEO</b>							
Tue		18:00-21:00			£408.00 (+£90.00)		
<b>C&amp;G Level 2 Diploma PEO Daytime</b>							
Tue					£910.00 (+£90.00)		
<b>Introductory Welding Skills C&amp;G Level 1 Award</b>							
Mon		18:00-21:00			£340.00 (+£80.00)		

GCSE ENGLISH							
20/09/11	Tue	18:00-20:00	30		£180 (+30)		
21/09/11	Wed	13:00-16:00	30		£300 (+30)		
21/09/11	Wed	18:00-20:00	30		£180 (+30)		
GCSE MATHS							
20/09/11	Tue	13:00-16:00	30		£300 (+30)		
20/09/11	Tue	18:00-20:00	30		£180 (+30)		
HAIR & BEAUTY THERAPIES							
<b>Beauty Therapy General (Fast Track) : VTCT Level 2 NVQ Diploma</b>							
12/09/11	Mon	15:30 - 21:00	36		£550.00 (+£75.00)		25588-01
<b>Beauty Therapy General (Fast Track) : VTCT Level 2 NVQ Diploma</b>							
13/09/11	Tue	15:30 - 21:00	36		£550.00 (+£75.00)		25588-01
<b>Beauty Therapy Massage (Fast Track) : VTCT Level 3 NVQ Diploma</b>							
12/09/11	Mon	13:30 - 21:00	36		£736.00 (+£54.00)		25572-01
<b>Complementary Therapies Techniques (Fast Track) : VTCT Level 3 Diploma</b>							
14/09/11	Wed	13:30 - 21:00	36		£736.00 (+£54.00)		32404-01
<b>Nail Services (Fast Track) : VTCT Level 3 NVQ Diploma</b>							
14/09/11	Wed	15:30 - 21:00	36		£550.00 (+£75.00)		25592-01
<b>Women's Hairdressing (Fast Track) : VTCT Level 2 Certificate</b>							
13/09/11	Tue	15:30 - 21:00	36		£550.00 (+£75.00)		25891-01

<b>OTHER COURSES AVAILABLE (January to June only)</b>							
Acrylic Nail Techniques, Indian Head Massage, Henna, Threading, Sports Massage Techniques, Stone Therapy. Details available from October 2011.							
Phone: 01535 685 008 for further details.							
IT & COMPUTING							
ITQ 1 £300.00 (+£60.00)							
ITQ 2 £360.00 (+£80.00)							
CAD Level 2 2D £360.00 (+£80.00)							
CAD Level 3 2D £360.00 (+£80.00)							
CAD Level 3 3D £440.00 (+£80.00)							

\*NO CONCESSIONS \*\*CONCESSIONS AVAILABLE

MOTOR VEHICLE (must have employment for the following courses)							
Accident Repair Paint Principles NVQ Level 2 £910.00 (+£90.00) Day TBC							
Accident Repair Paint Principles NVQ Level 3 £765.00 (+£90.00) Day TBC							
Vehicle Maintenance & Repair (Light) NVQ Level 2 - POA Wed 09:00-16:00							
Vehicle Maintenance & Repair NVQ Level 3 - POA Thu 09:00-16:00							
PLUMBING							
<b>Building Services Engineering Year 1 : Introduction CG Level 2 Diploma (NEW)</b>							
12/09/11	TBA	09:00 - 15:15	34		£700.00 (+£130.00)**		41769-01
Phone: 01535 685 008 for further details.							
<b>CCN1 : Plumbing</b>							
£80.00 (+£40.00) 32502-01							
Phone: 01535 685 008 for further details.							
<b>CCN1 : Training &amp; Assessment</b>							
£480.00 (+£40.00) 32508-01							
Phone: 01535 685 008 for further details.							
<b>CEN1 : Plumbing</b>							
£80.00 (+£40.00) 32504-01							
Phone: 01535 685 008 for further details.							
<b>CEN1 CKR1 HTR1 WAT1 : Assessment</b>							
£380.00 (+£40.00) 32503-01							
Phone: 01535 685 008 for further details.							
<b>CEN1 CKR1 HTR1 WAT1 : Training &amp; Assessment</b>							
£400.00 (+£40.00) 32509-01							
Phone: 01535 685 008 for further details.							
<b>CKR1 : Plumbing</b>							
£80.00 (+£40.00) 32505-01							
Phone: 01535 685 008 for further details.							
<b>Domestic Plumbing &amp; Heating : CG Level 3 NVQ Diploma</b>							
12/09/11	Mon	09:00 - 17:00	34		£700.00 (+£181.00)**		41958-01
<b>Domestic Plumbing &amp; Heating : CG L3 NVQ Diploma</b>							
12/09/11	Mon & Wed	18:00 - 21:00	34		£700.00 (+£181.00)**		41959-01
Emissions Programme : CPA1 - Plumbing							
£70.00 (+£40.00) 6450-01							
Phone: 01535 685 008 for further details							
<b>HTR1 : Plumbing</b>							
£80.00 (+£40.00) 32506-01							
Phone: 01535 685 008 for further details.							
<b>Plumbing &amp; Heating Year 1 : CG Level 2 NVQ Diploma (NEW)</b>							
12/09/11	Tue and Wed	18:00 - 21:00	34		£700.00 (+£130.00)		41771-01
Phone: 01535 685 008 for further details.							
<b>Unvented Water Heaters : Plumbing</b>							
£210.00 32521-01							
Phone: 01535 685 008 for further details.							
<b>WAT1 : Plumbing</b>							
£80.00 (+£40.00) 32507-01							
Phone: 01535 685 008 for further details.							
<b>Water Regulations</b>							
£230.00 32522-01							
Phone: 01535 685 008 for further details.							
TEACHING							
<b>Certificate in Education / PGCE Post Compulsory Education &amp; Training: Year 1</b>							
27/09/11	Tue	17:00 - 21:00	30		£900.00		
<b>Children and Young Persons Workforce : Diploma Level 3</b>							
20/09/11	Tue	18:30 - 20:30	30		£TBC		
<b>Preparing to Teach in the Lifelong Learning Sector (PTLLS) : C&amp;G 7303 Award</b>							
19/09/11	Mon	13:00-16:00 and 17:00-20:00	10		£290.00*		
MARCH	Mon	13:00-16:00 and 17:00-20:00	10		£290.00*		
<b>Teaching Assistant / Childcare : Information &amp; Taster</b>							
13/09/11	Tue	09:30 - 14:30	2		£TBC		
<b>Teaching Assistant / Childcare - Introduction</b>							
27/09/11	Tue	09:30 - 14:30	24		£TBC		