



SENIOR COLLEGE DÚN LAOGHAIRE  
COLLEGE OF FURTHER EDUCATION

## Evening Programme of Professional Studies 2009 - 2010



### For further information

Senior College Eblana Avenue Dún Laoghaire  
Telephone: 2800 385 Fax: 2800 386  
email: [nights@scd.ie](mailto:nights@scd.ie) [www.scd.ie](http://www.scd.ie)

**Open Nights** Mon 31 August to Wed 2 September  
and Mon 14 September 2009  
7pm – 8pm

**Courses Commence** Monday 21 September 2009



Dún Laoghaire

VEC

COLÁISTE SINSEARACH DHÚN LAOGHAIRE  
A NATIONAL LEADER IN FURTHER EDUCATION



## Evening Courses 2009 – 2010

### Accounting

Accounting Technician

**NEW** Certified Public Accounting

### Computing

**NEW** Introduction to Computers

European Computer Driving Licence

Teachers' Diploma in Information Technology Skills

Web Authoring

Advanced Web Design

Web Programming

Flash

3D CAD

MCAS Microsoft Office 2007

Computer Graphics

Computer Aided Design

**NEW** Digitalcre8or

**NEW** PC Support/Repair

Introduction to Digital Photography

### Business Studies

Certificate in Business Studies

Diploma in Business Studies

### Legal Studies

Criminology

### Art and Design

Home Interior Design

**NEW** Introduction to Garden Design

Life Drawing and Mixed Media

### Beauty and Holistic Therapies

Introduction to Aromatherapy and Massage

Diploma in Anatomy, Physiology and Body Massage

Diploma in Indian Head Massage

Diploma in Reflexology

Make-Up and Skin Care

Nutrition

Life Coaching

Self Awareness Through Meditation

**NEW** Introduction to Hypnotherapy



For further information contact

**Senior College Dún Laoghaire**

Eblana Avenue

Telephone 280 0385

E-mail [nights@scd.ie](mailto:nights@scd.ie)

[www.scd.ie](http://www.scd.ie)



## Professional and Examining Institutes

### The Institute of Commercial Management (ICM)

ICM (UK) is a leading examining body, providing a range of internationally recognised professional and vocational qualifications at Certificate, Diploma and Graduate levels. Requests for subject exemptions must be made prior to course commencement. Details of institute membership, syllabi, exemptions, examination fees etc are contained in the ICM brochure available from Senior College. [www.icm.ac.uk](http://www.icm.ac.uk)

### The Institute of Accounting Technicians in Ireland (IATI)

The IATI provides recognised qualifications and membership for people engaged in accounting duties at middle management levels in the offices of accounting practices. Details of institute membership, syllabi, examination fees etc are available from – Institute of Accounting Technicians in Ireland, Burlington House, Burlington Road, Dublin 4. Telephone 637 7363 [www.iati.ie](http://www.iati.ie)

### Further Education and Training Awards Council (FETAC)

FETAC is a well recognised Irish examining body which provides certification in a wide range of vocational courses including Web Authoring, Computer Graphics, Nutrition and Criminology. Information leaflets outlining course content are available from Senior College. [www.fetac.ie](http://www.fetac.ie)

### The Institute of Certified Public Accountants in Ireland (CPA)

The CPA is one of the main Irish accountancy bodies with in excess of 5,000 members and students. The CPA designation is the most commonly used designation worldwide for professional accountants and the Institute's qualification enjoys wide international recognition. Its current membership operates in Public Practice, Industry, Financial Services and the Public Sector and CPA's work in over 28 countries around the world. IATI qualified students are exempt from all of Formation 1 and 2 subjects from Formation 2, provided the IATI Admission subjects were passed in one sitting. Details of Institute membership, subjects, syllabi etc are available from –

**The Institute of Certified Public Accountants in Ireland, 17 Harcourt Street, Dublin 2, Ireland.**

Tel + 353 1 425 1000  
[www.cpaireland.ie](http://www.cpaireland.ie)

### Confederation of International Beauty Therapy and Cosmetology (CIBTAC)

CIBTAC is the examining body of the British Association of Beauty Therapy and Cosmetology. It provides a range of recognised qualifications in the beauty therapy area. Course outlines are available from Senior College.

[www.cibtac.com](http://www.cibtac.com)

### British Computer Society Digitalcre8or

Established in 1957, the BCS is an internationally renowned awarding body for those working in IT. With over 68,000 members worldwide, BCS provides training and development in over 100 countries. Digitalcre8or encourages learners to create real life digital media projects that build into an innovative digital assessment e-portfolio.

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

### European Computer Driving Licence (ECDL)

The European Computer Driving Licence (ECDL) is the world's most successful IT skills certification programme. 350,000 people in Ireland have undertaken the ECDL programme and nearly seven million people worldwide are participating in the programme today. Outside of Europe the programme is known as the International Computer Driving Licence (ICDL), attesting to its phenomenal world-wide recognition and growth. The ECDL is a certificate that verifies competence in computer use, making the holder readily mobile within Ireland and abroad.

Employers and job seekers all agree on the importance of this standard definition of practical IT competence.

[www.ecdl.ie](http://www.ecdl.ie)

### The Joint Examining Board (JEB) & Education Development International (EDI)

JEB (UK) is an independent group of educationalists providing teaching and training qualifications. The JEB Teachers' Diploma course can be undertaken by existing teachers or people wishing to enter the profession. Applicants who hold a recognised teaching qualification may gain exemption from Education Principles and Practice. Graduates of the course are eligible for employment on a part-time or contract basis in vocational schools and colleges. EDI is an accredited awarding body which in May 2006 acquired JEB. A course outline is available from Senior College.

[www.ediplc.com](http://www.ediplc.com)



# Senior College Dún Laoghaire

Course Code	Course Title	Exam Body	Subjects	Duration	Tuition
<b>ACCOUNTING</b>					
AT1	Accounting Technician Year 1	IATI	Business Management Taxation I Financial Accounting Law and Ethics	25 Weeks Mon & Tue	€480
AT2	Accounting Technician Year 2	IATI	Financial Accounting II Taxation II Management Accounting Integrated Accounting Systems	25 Weeks Mon & Tue	€510
CPA <b>NEW</b>	Certified Public Accounting Formation 2	CPA	Management Accounting Information Systems or Financial Accounting (Exemptions apply – consult Director)	25 Weeks Wed	€350
<b>COMPUTING</b>					
COMP1 <b>NEW</b>	Introduction to Computers	N/A	For absolute beginners. Surf the web, Research, Book tickets, flights etc. Email	10 Weeks Mon	€120
ECDL	European Computer Driving Licence	ECDL v5	Word Processing – Word Spreadsheets – Excel Database – Access Presentations – Powerpoint Internet & Email File Management	25 Weeks Tue	€320
TTD	Teachers' Diploma in Information Technology Skills	JEB/EDI	Information Technology Skills (Practical) Information Technology (Theory) Education Principles and Practice (IT skills to ECDL minimum required)	25 Weeks Tue & Wed	€795
MCAS	MCAS	Microsoft	Word – PowerPoint – Excel – Outlook Windows Vista – Office 07	25 Weeks Tue	€600
DC <b>NEW</b>	Digitalcre8or	BCS	Create and share digital media such as editing films and producing podcasts – <a href="http://www.digitalcre8or.ie">www.digitalcre8or.ie</a>	16 Weeks Wed	€350
CGR	Computer Graphics	FETAC	Photoshop Illustrator	25 Weeks Mon	€350
FL	Flash CS4	Adobe	Website Animation	25 Weeks Tue	€350
WA	Web Authoring	FETAC	Introduction to Web Authoring Internet and Web Technology HTML Cascading Style Sheets Web Graphics	25 Weeks Mon	€300
AWD	Advanced Web Design	FETAC	Advanced Dreamweaver Fireworks Flash	25 Weeks Mon	€350
WPRG	Web Programming	FETAC	PHP Programming MySQL Database	25 Weeks Wed	€450
CAD	CAD – Computer Aided Design	FETAC	2D CAD	20 Weeks Tues	€350
CAD3	3D CAD	SCD	3D CAD	20 Weeks Mon	€350
PCR <b>NEW</b>	PC Support/ Repair	CompTIA	Maintain and Support Small Business Computer Systems	25 Weeks Tue	€350
DP	Digital Photography	N/A	Introduction to Digital Photography	10 Weeks Tue	€100

# Evening Courses 2009 – 2010

Course Code	Course Title	Exam Body	Subjects	Duration	Tuition
<b>BUSINESS STUDIES</b>					
CBS	Certificate in Business Studies	ICM	International Business Communications Business Management and Administration Numeracy and Statistics Marketing	25 Weeks Mon & Tue	€ 480
DBS	Diploma in Business Studies	ICM	Business Law Economics for Business Accounting Organisational Behaviour	25 Weeks Wed	€ 250
<b>LEGAL STUDIES</b>					
CRI	Criminology	FETAC	Criminal Law Crime Scene Investigation (CSI)	10 Weeks Wed	€ 120
<b>ART AND DESIGN</b>					
ID	Certificate in Interior Design	FETAC	Home Interior Design	25 Weeks Tue & Wed	€ 480
GD NEW	Garden Design	FETAC	Introduction to Garden Design	20 Weeks Wed	€ 350
LD	Life Drawing & Mixed Media	SCD	Life Portraits Introduction to Sculpting	15 Weeks Wed	€ 195
<b>BEAUTY AND HOLISTIC THERAPIES</b>					
IAM	Introduction to Aromatherapy and Massage	N/A	Massage Essential Oils Anatomy & Physiology	10 Weeks Wed	€ 150
APM	Diploma in Anatomy, Physiology and Body Massage	FETAC CIBTAC	Anatomy and Physiology Swedish Massage	25 Weeks Mon & Wed	€ 495
IHM	Diploma in Indian Head Massage	CIBTAC	Indian Head Massage (Course APM or a Body Therapy qualification or Nursing qualification is a prerequisite)	15 Nights Tues & Wed	€ 380
REF	Diploma in Reflexology	CIBTAC	Reflexology (Course APM or a Body Therapy qualification or Nursing qualification is a prerequisite)	22 Weeks Mon & Tue	€ 495
MUS	Make-Up and Skin Care	SCD	Everyday Make-up and Make-up for Fashion, TV and Film	25 Weeks Mon	€ 350
NUT	Nutrition	FETAC	Nutrition	10 Weeks Tue	€ 150
LC	Life Coaching	N/A	Life Coaching	8 Weeks Wed	€ 100
MED	Self Awareness Through Meditation	N/A	Meditation Self Discovery	10 Weeks Wed	€ 120
HYP NEW	Introduction to Hypnotherapy	N/A	An introduction to hypnotherapy	8 Weeks Wed	€ 100

The College will endeavour to offer the courses on the days indicated but these are subject to change. A final timetable will be issued in early September.

Courses Commence: Monday 21 September 2009.

Registration: Open Nights – Mon 31 August to Wed 2 September  
and Mon 14 September 2009  
7pm – 8pm



## Registration Information

- Additional information on each specific course is available from the College and at [www.scd.ie](http://www.scd.ie). Please ensure that you have read this information before registration.
- Applicants must establish their acceptance as student members of professional bodies before registration. See **IMPORTANT** panel.

### IMPORTANT

Please make sure that the course in which you are enrolling is suitable to your needs as:

- Fees are payable before attendance at lectures
- **Fees are non-refundable except where the course does not form**
- Students must inform the College immediately of a change of address or telephone number. **Please provide a mobile phone number** as text messaging will be used to contact students as necessary.
- The College will endeavour to offer the courses on the days indicated but these are subject to change.

A final timetable will be issued in early September.

- Postal registrations can be submitted prior to September registration provided they are accompanied by full tuition fee payment (postal order, cheque, credit or Laser card mandate) and correctly completed application form.
- You may register online at [www.scd.ie](http://www.scd.ie)
- Fees are payable in full at registration. Please retain your receipt – it is your admission ticket to class.
- Fees cover the cost of tuition only. Students must provide class materials. Membership and examination fees are payable directly to the relevant professional bodies. All payments to CPA, EDI, CompTIA and CIBTAC are payable through Senior College. Information regarding exam fees, course work, deadlines etc will be made available to students during attendance hours.
- Students are advised to seek subject exemptions from the relevant institutes as early as possible.

- During registration week, advisors will, where possible, be present to assist applicants in relation to the content of each course.

### 10% Discount

for OAPs and unemployed.

Terms and conditions apply.

- Most courses are of twenty-five weeks duration and lectures are held from 7-10pm on Monday, Tuesday and Wednesday evenings. A timetable of lectures will be made available at registration. Where possible, timetabling of each course will be confined to two nights per week.
- The College will make every effort to ensure continuity of tuition within the constraints of time available and the examination schedules of professional bodies.



## Full-Time Day Courses Also Available

### Business

	Business Studies	BTEC/EDEXCEL
<b>Mornings</b>	Accounting Technician	IATI
	Auctioneering and Estate Agency	IPAV
<b>New</b>	Facilities and Property Management	BTEC/EDEXCEL
<b>Mornings</b>	Health and Safety	BTEC/EDEXCEL
<b>New</b>	Fire and Ambulance Service	FETAC
<b>New</b>	Web Marketing and Sales	MII/FETAC
<b>Mornings</b>	Applied Psychology	FETAC

### Design

<b>Mornings</b>	Interior Design	RHODEC
<b>New</b>	Sustainable and Ecological Design	BTEC/EDEXCEL
	Landscape Design	BTEC/EDEXCEL
	Garden Design	BTEC/EDEXCEL

### Beauty Therapy, Make-Up & Complementary Therapy

	Beauty & Body Therapy	CIBTAC/CIDESCO
	Theatrical & Media Make-Up Artistry	CIBTAC
	Holistic Therapies	CIBTAC
	Advanced/Spa Therapies	CIBTAC
	Nail Technician and Salon Administrator	CIBTAC/FETAC
	Retail Pharmacy and Beauty Sales Assistant	FETAC



For day course prospectus contact [office@scd.ie](mailto:office@scd.ie) or download from [www.scd.ie](http://www.scd.ie)

### Information Technology

	Interactive Media (Certificate & Diploma)	ICM
<b>Mornings</b>	Interactive Media (Graduate & Advanced Diploma)	ICM
	PC Maintenance and Technical Support	CompTIA/FETAC
<b>Mornings</b>	Cisco Certified Network Associate	CISCO
<b>Mornings</b>	IT Teacher Training Diploma with eLearning	JEB/EDI
<b>New</b>	Advanced Computer Applications	
<b>Mornings</b>	(Microsoft Certified Applications Specialist)	MCAS



**SENIOR COLLEGE DÚN LAOGHAIRE**  
 COLLEGE OF FURTHER EDUCATION  
**Evening Course Application Form 2009/2010**

**Please complete in full in BLOCK CAPITALS**

Course Code: ..... Course Title: .....

Subjects: 1 ..... 2 .....  
 3 ..... 4 .....

Surname .....

Forename .....

Telephone:

Mobile No:

Email: ..... Date of Birth:

PPS No:         Male  Female

Address: (Home)

.....  
 .....  
 .....

N.B. All changes of address and phone number must be immediately notified to the College.  
 Email: [nights@scd.ie](mailto:nights@scd.ie)

How did the course come to your notice? (Please tick one of the following)

- scd.ie     nightcourses.com     Word-of-mouth     Work
- Newspaper     Exhibition     I have taken a course in SCD before
- Other – please specify: .....

**Please note FULL fee must accompany this form. Do not enclose cash.**  
**Receipts for postal applications will be issued in September.**

Fee Paid: € .....  Cheque  Postal Order  Credit Card  Laser Card

Card No:

CCV Code (Last three digits on back of card):

Expiry Date       Cardholder Name: .....

I agree to abide by Senior College Regulations.

Applicant Signature: ..... Date