



ADULT EDUCATION

LEARN CREATE PROGRESS

Adult Education
Courses
Berkshire

Bracknell and
Wokingham College
Reading College



WHY CHOOSE ACTIVATE LEARNING?

Follow your passion for artistic expression, learn a foreign language, upskill for a promotion or retrain for a new career. At Activate Learning, we have a range of courses designed to fit around your lifestyle commitments.

Our colleges are local to you and offer flexible learning options to work around your schedule. Our campuses offer you a welcoming environment with high-specification facilities to fire up your learning.

You will be taught by our tutors who have a wealth of experience behind them. You don't have to take our word for it, read for yourself on the 'Meet the tutors' section of our website!

Looking for a professional course or a university qualification? Our undergraduate and professional programmes are awarded by our leading partner universities and awarding bodies.

Whether it's personal, intellectual or professional development you're after, let us help you achieve your goals!

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Basic Skills and Access to HE	Essential Skills
	English and maths GCSEs
	Access to Higher Education
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	Community Wellbeing Programmes

Leisure	Arts and Crafts
	Cookery
	Languages
	Media, IT and Science

Professional	Accountancy
	Law
	Care and Counselling
	Hairdressing and Beauty Therapy
	Human Resource Management
	Sports Coaching and Fitness
	Teaching and Education

OUR LEARNING VENUES IN BERKSHIRE

We have learning venues spread across Berkshire, so whether you're studying locally or online, our lessons are delivered to you at a time and place convenient to you.

Find out more at adult.activatelearning.ac.uk

NEW
FOR
2021

**Cycle Academy
at Bracknell and
Wokingham College!**

Check out our website for more information and courses available.



- Bracknell and Wokingham College, Church Road Campus, Church Road, Bracknell, RG12 1DJ
- The Cornerstone, Norreys Ave, Wokingham, Berkshire, RG40 1UE

- Reading College, Kings Road, Reading, RG1 4HJ
- Woodley Hill House, Eastcourt Avenue, Reading, RG6 1HH
- Waingels Adult Centre, Waingels Road, Woodley, Reading, RG5 4RF

ESSENTIAL SKILLS

Do you want to strengthen your skills in English, maths or IT?

Activate Learning's essential skills courses provide an opportunity to gain an internationally recognised qualification, helping you gain the skills and confidence you need to succeed.

Basic work skills

Learn the skills to get back into work or retrain. We offer a wide range of short courses delivered by experienced tutors to help you develop the critical skills employers require. Receive help with job searching, study digital literacy, improve your CV or learn new skills in a different sector. We access a number of funds which means a lot of our courses are free of charge to adult learners.

ESOL and EFL

If your first language isn't English, we have courses to help improve your fluency. We have ESOL (English for Speakers of Other Languages) and EFL (English as a Foreign Language) courses at multiple levels to help improve your English-language skills for life, work or education. Our courses cover all aspects of English language: speaking and listening, reading and writing, grammar, vocabulary and pronunciation.

Functional skills (English, maths and digital)

If you wish to strengthen and become more confident with your maths, English and digital skills, we can help. Our functional skills qualifications focus on developing practical skills and knowledge, useful in work and everyday life. Our functional skills courses are offered in English, maths and digital. If you don't have a GCSE grade 4 (C) or above in maths or English you can study for free.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/essentials

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ENGLISH AND MATHS GCSES

Get the grade you always wanted on our part-time English and maths GCSE courses.

If you don't already hold an English or maths GCSE grade 4 (C) or higher, you can study your GCSE qualification with Activate Learning completely free of charge.

We know there are many reasons why people don't achieve a grade 4 (C) in their English or maths GCSE the first time around. Luckily, it's never too late to try again.

Whether it's to get better qualifications for further or higher education, improve your employability, or simply to prove you can, taking GCSEs in adulthood is a great way to regain your confidence, build your skills and bolster your CV.

Our courses are part-time with weekday, daytime and evening options available, specially designed so you can fit studying around your life and work.

Achieve your qualification from home with our new online English GCSE and maths GCSE courses. The level of support and expert teaching is the same that you would receive from an OFSTED rated 'Good' provider, but with greater freedom to take control of your learning. With more flexibility around your study methods, you can set your own schedule and work at your own pace, balancing learning with your busy life.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/essentials

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ACCESS TO HIGHER EDUCATION

Discover your fast-track route to university.

Want to be at university this time next year but don't have the qualifications? Invest in yourself with an Access to Higher Education qualification.

Activate Learning will help you develop the knowledge, skills, confidence and dedication to progress onto a degree level courses in just one year. Access to HE courses are designed especially for adult learners aged 19+ who might have been out of education a while or wish to return to education to change career. There is no upper age limit and it's never too late to learn.

Key programme features:

- » One-year programme
- » Supportive personal tutor
- » Equivalent to three A Levels, which means you can achieve the UCAS points you need for university
- » Designed exclusively for adults
- » Widely recognised and accepted by UK universities
- » Study for FREE with an Advanced Learner Loan
- » Designed to fit around your lifestyle

We recognise the pressures on mature learners, such as work, family and childcare commitments, can make finding the time to study difficult. Our flexible classroom-based courses are offered on a full- and part-time basis. Our highly experienced team are committed to supporting you through your studies including any funding, career and learning support you may need.

We offer both campus-based courses at your local college or new online courses, meaning that you can study at a time and pace to suit you and your lifestyle.

Throughout your time on the programme, we will provide support through a personal tutor and online tutorials, as well as through our telephone hotline. We will work with you to develop a study plan so that you can meet coursework deadlines and schedule study time around your other responsibilities.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/access

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NCFE CACHE DISTANCE LEARNING COURSES

LEVEL 2 ONLINE COURSES

Learn a new skill with free online courses!

From September 2021, Activate Learning will be offering FREE* distance learning courses, designed to help you learn new skills and boost your career prospects within counselling, caring and nursing related sectors.

Learn at a time that suits you without the need to attend college. Our self-directed, independent study courses are fully online, providing a flexible approach to learning that puts you in control. Study from the comfort of your own home at a pace and style that fits around your lifestyle. You won't be alone; our experienced tutors will be on hand with support and guidance every step of the way.

Courses include:

- » NCFE Certificate in Awareness of Mental Health Problems Level 2: Online
- » NCFE Certificate in Children and Young People's Mental Health Level 2: Online
- » NCFE Certificate in Counselling Skills Level 2: Online
- » NCFE Certificate in Personal Care Needs Level 2: Online
- » NCFE Certificate in Principles of Business Administration Level 2: Online

- » NCFE Certificate in Principles of Dementia Care Level 2: Online
- » NCFE Certificate in Understanding Autism Level 2: Online
- » NCFE Certificate in Understanding Behaviour that Challenges Level 2: Online
- » NCFE Certificate in Understanding Nutrition and Health Level 2: Online
- » NCFE Certificate in Understanding Safe Handling of Medication Level 2: Online
- » NCFE Certificate in Understanding Safeguarding and Prevent Level 2: Online

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk

**terms and conditions apply, see website for more information.*

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COMMUNITY WELLBEING PROGRAMMES

Boost your wellbeing with our free, government-funded courses.

Our community wellbeing courses are tailored to support your journey to good emotional health as well as develop your skills, knowledge and confidence. Participation can help those managing mental health conditions that have a mild-moderate impact on their day to day lives.

Offered in a range of exciting subjects including art, drawing, printmaking and photography, you'll have the opportunity to learn something new, meet new people and de-stress! Our courses have been designed to develop your skills and increase your self-esteem, promoting ways to enable you to build resilience and manage your mental health.

You don't need any prior knowledge or experience in your chosen subject, everyone is welcome including beginners, those wishing to refresh their skills and the more experienced. Classes are delivered at a gentle pace with lots of support from our friendly tutors.

We also offer online community wellbeing courses with two types of classes to choose from. In our online self-directed sessions, you will be learning from recorded videos and other carefully curated resources, at a pace and time that suits you. Or you could try our live online sessions, where you'll meet with your tutor and fellow learners virtually.

For more information

Call us on 0800 612 6008
email communitywellbeing@activatelearning.ac.uk or visit adult.activatelearning.ac.uk/wellbeing

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ARTS AND CRAFTS

Looking to learn a new skill or hone your existing talents in the arts?

We offer a range of hands-on leisure courses in art, design, fashion and crafts. A fantastic way to relieve stress, explore your creativity and meet like-minded people, you will be amazed at what you can achieve. We offer courses for all abilities so whether you are a complete beginner or a practising artist, we've got you covered.

Courses include:

- » **Art history and theory**
- » **Flower arranging**
- » **Painting and drawing**
- » **Pottery and ceramics**
- » **Textiles, sewing and fashion**

Our exciting range of courses give you endless opportunities to let your creativity come alive. Go online to see our full range and choose from 100s of courses.

Taught by our experienced tutors in professionally equipped studios and workshops, classes are fun, supportive and practical with plenty of positive encouragement to improve your technique and confidence.

We also offer online courses, specially designed for you to learn at your own pace, in your own home. Learn from step-by-step instruction and demonstration, then have a go yourself.



Interested in a career in the creative arts?

If you are looking to break into the creative industry or build your portfolio, we offer professional courses and training.

With access to industry-experienced teachers and visiting experts in professional-level facilities. Whatever your area of interest we can help you prepare for a career in this exciting, creative industry.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/art-crafts

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COOKERY

Learn to cook with confidence in our fun, practical classes, delivered by professional chefs.

Looking to brush up your culinary skills to wow your friends and family, make more healthy, homemade meals or learn more about your favourite cuisine? Whether you are a complete novice, a keen cook or a culinary wizard, our tempting range of cookery courses cater to all levels of experience, whatever your food interest.

Taught in industry-standard kitchens and restaurants by experienced professionals, including award winning and TV featured chefs, we run courses in a range of culinary arts. From cake decorating and breadmaking to nutrition and cooking, each class is practical, lots of fun and sure to fire up your imagination.

We believe you learn best by doing. You'll get hands-on in our down to earth classes, learning the tricks of the trade alongside other food-loving enthusiasts and enjoying tucking into what you've made at the end. Carefully designed to support and inspire, our lessons aim to leave you feeling confident enough to replicate what you've learnt at home. All equipment is provided, and most will be utensils you likely have in your own kitchen, you will just need to bring yourself and plenty of enthusiasm.

There are so many wonderful benefits to cooking. Creating your meals means you have more control over what ingredients you use and how much you spend. Food brings people together and cooking with loved ones is a wonderful way to connect and share the tasty rewards.

Ready to roll up your sleeves and have a go?

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/cookery

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LANGUAGES

Fancy learning a new language or improving your current language skills?

Our range of modern foreign language courses offer you the opportunity to learn a new language as a beginner or improve your existing language skills in a relaxed and friendly environment. We offer courses in nine languages, including German, French, Italian and Spanish.

You won't just be learning how to communicate in another language, you'll explore other cultures and new ways of thinking. Whether you want to make the most out of your travels, connect with new people, further your career, or simply have fun improving your skills, learning a new language is hugely rewarding and comes with an amazing sense of accomplishment.

Our courses are divided into levels ranging from beginner, covering essential 'survival' skills for tourists or businesspeople, to intermediate and advanced, helping you to improve your grammar and the ability to communicate more complex ideas.

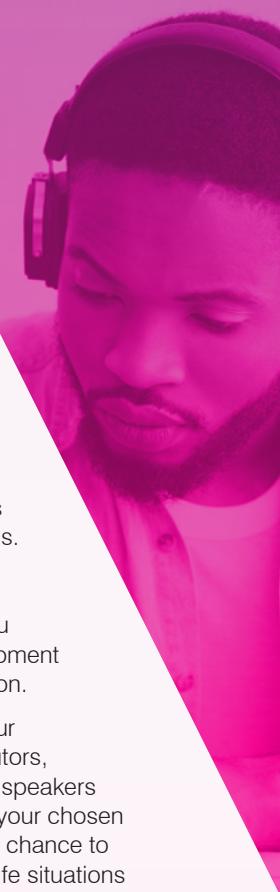
We also offer dedicated travel and holiday classes for a variety of destinations. These short, six-week courses will give you the opportunity to learn all you need to know from the moment you land at your destination.

Each class is taught by our enthusiastic and skilled tutors, many of whom are native speakers with a vast knowledge of your chosen language. You'll have the chance to use the language in real-life situations through fun and engaging role-plays and lively group discussions, helping build your confidence from day one.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/languages

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MEDIA, IT, AND SCIENCE

Our courses, professional equipment and cutting-edge facilities will give you the tools to develop your skills and discover your passion.

Do you feel in the dark when it comes to computers, maybe you'd like to become an editing master with Adobe Creative Cloud, or perhaps you'd like to explore e-media, enhancing your skills in web design, digital photography, digital video production and more?

On our media, IT and science courses you'll develop the technical skills to pursue your hobby to its fullest, start your own business or find employment.

Across our colleges we boast television studios, digital video and sound editing suites, a radio studio and Apple Mac computing facilities. We have dark rooms for photography courses and green screens for video effects.

We offer courses in:

General computing

Get to grips with the latest software for work or receive guidance on getting and started with the basics through to more complex tasks.

Photography

Learn to get the most of your SLR, DSLR or smartphone camera with courses in street, travel, landscape and portrait photography. If you are looking for a professional certification in photography, don't miss our Level 3

Certificate programme which is offered at Reading College.

Photoshop and Lightroom

With courses for complete beginners to seasoned professionals, learn to finesse your skills with these powerful editing tools. NCFE Level 2 and 3 photography courses also available.

Videography

Develop your direction and videography skills then learn how to edit your footage like a pro.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/med-science

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ACCOUNTANCY

Are you good with numbers? Do you enjoy the challenge of mathematics? You could be perfect for a stable, well-paid and respected career in accountancy.

The accountancy profession plays a crucial supporting role in all types of commerce and jobs in this industry are always in demand. The skills you learn studying accountancy are transferable and highly valued by employers in all sectors.

Our industry-standard, AAT approved programmes can help take you where you want to go.

We have partnered with **Mindful Education** to deliver our AAT courses through our flexible online and on campus model.

Online, you will study award-winning video lessons, which are available on demand, and can be viewed from your phone, tablet or computer—meaning you can choose how, when and where you want to study. Lessons last for around 45 minutes and are accompanied by animations and motion graphics to bring concepts to life. Practice questions, downloadable lesson materials and interactive case studies help to enhance the learning experience further and learners should expect to spend around 4-6 hours studying independently online each week.

On campus, you benefit from regular classes with a college tutor—without having to commit to attending multiple evenings each week. Your tutor will review what you have learnt during your online lessons and will be on hand to provide guidance on progress and assessment. Regular discussion with classmates will help to reinforce key points while also providing the additional support and motivation that comes from being part of a group.

The AAT is the UK's leading professional body for entry-level accountants. Qualification are internationally recognised and widely respected by employers.

aat

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/accountancy

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LAW

If you are working in the legal profession, or aspiring to do so, our range of CILEx accredited courses offer the perfect opportunity to get the skills you need to develop your career.

Law qualifications are highly valued by a wide range of employers. Qualities such as commercial awareness, negotiation and a solid understanding of the law are extremely transferable, opening a world of opportunities both within the legal sector and beyond. Our courses will help you hone these skills and prepare for an exciting career in law.

Study the practical aspects of law not normally found on degree courses at considerably lower cost than university study.

The National Association of Licensed Paralegals (NALP) qualification is a well-accepted alternative route to a career in law. If you don't already have a law degree, we offer both stages of the qualification, NALP Level 3 and 6.

You will have access to the college's Learning Environment, a space for you to study and focus on your work, book PCs and access all the major textbook together with current periodicals. Courses are taught by experienced tutors with professional qualifications as barristers or solicitors and are flexible, allowing you to develop your professional career whilst studying towards your qualification.

For those already holding legal qualifications, we offer graduate fast-track diplomas, a less costly alternative to the Legal Practice course or Bar courses.

Interested in a law degree but worry about a lack of time and qualifications? We offer an Access to HE: Legal Professions Diploma that will give you the opportunity to go on to study law or a related subject at university.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/law

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CARE AND COUNSELLING

Care

Whether you are interested in early years, young people or adult care, we've worked with NHS providers to develop programmes that combine theoretical study with significant practical experience.

At Reading College, our Care Skills Training Centre will give you a unique insight into careers in health and social care. With a six-bed simulated hospital ward, fully equipped home care room and a fully immersive learning space, you will have the opportunity to practice and refine your skills.

We work closely with the NHS in our local areas, as well as local authorities, care providers and day-care centres, allowing you to take part in regular work experience throughout your programme.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/care

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Counselling

As a councillor you could work in a multitude of settings, including hospital and GP surgeries, schools and universities, charities and addiction organisations, and the workplace.

If you are interested in a career in counselling, looking take the next step in your training or want to use counselling skills in your work, our qualifications can help. We offer a range of accredited courses at all levels, from introductory to Level 4, where you can gain the skills and experience to practice competently and safely in an array of contexts. You'll learn a variety of listening and responding skills which will enhance your interaction with others.

Our friendly tutors are well qualified and experienced practicing counsellors. Learning is interactive combining formal teaching with individual, small-group and whole-group activities.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/counselling

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HAIRDRESSING AND BEAUTY THERAPY

The hair and beauty industry is fast-paced and innovative, ever-changing with new trends, products and equipment.

A qualification in hairdressing or beauty therapy can take you to exciting places with a colourful choice of career prospects. You could find yourself managing a spa or salon, becoming self-employed or specialising in your favourite field such as extensions, colouring skincare or makeup.

Our range of courses can help boost your career in hair or beauty, whatever your ambitions.

Every year, we successfully train many students in becoming fully-qualified beauty therapists and hairdressers. If you're looking to get started in the industry or are a professional wanting to refresh your skills, our nationally recognised qualifications will give you the theoretical knowledge and practical experience to succeed. You'll gain experience across a range of treatments, develop your product knowledge, and improve your confidence by training in our amazing salons.

Our teaching team are experienced professionals with good industry links and some are the region's top beauty professionals. You'll learn to master the latest

techniques and treatments, gaining a thorough understanding of the industry and skills needed to take your career in hair or beauty to the next level.

Delivered in our fully equipped modern salons, you will get plenty of practical experience using industry standard products and equipment. You'll develop your confidence and customer service skills through professional training and working hands-on in our commercial salon, with real clients.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/hair-beauty

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HUMAN RESOURCE MANAGEMENT

At the heart of any successful business, is an effective human resources department.

Qualified human resources professionals consistently remain in high demand and it follows that working in this sector can offer excellent rewards and benefits such as a great earning potential and plenty of opportunity for progression.

Whether you're just starting out in human resources, aiming for a promotion, or want to deepen your expertise at postgraduate-level, our tailored CIPD accredited courses can help you gain the skills and expertise needed to thrive in this vibrant business-focused sector.

The CIPD is the main professional body to accredit and award professional human resources qualifications. Designed by industry leading experts, these qualifications are highly valued and sought-after by employers internationally. Gaining a professional CIPD qualification can help you make your CV stand out, position yourself for promotion, boost your earning potential and strengthen your professional credibility and confidence.

We offer qualifications at all levels from foundation to intermediate and advanced, so whatever your experience,

education and ambitions, our courses can help give your career that boost you're looking for.

You'll be taught by our experienced and friendly tutors through a variety of methods including formal teaching, workshops, seminars and online activities. You will learn how businesses operate and will gain the core human resources management skills needed to develop, manage and support businesses successfully.

Classes are flexible, with part-time evening and day-time options available so you can shape studying around your work and lifestyle.

For more information

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/hr

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CIPD

SPORTS COACHING AND FITNESS

Kick off your career in sport and fitness!

With national campaigns empowering more people to adopt active healthy lifestyles, the opportunities in the sport and fitness industry are blooming.

You could be making an impact on the lives of people of all ages and walks of life, helping them improve their health, fitness and wellbeing, and seeing first-hand the results of your efforts.

Whether you're looking to retrain and turn your passion into a career or perhaps already work in the sport and fitness sector but want to get qualified, our courses will help you get ahead of the competition.

Our high quality, industry recognised qualifications are designed to equip you with the skills you need to build a successful career in sport and fitness. Programmes can lead to careers in coaching and developing, sports massage, nutrition and sports psychology, to name but a few.

You'll learn from subject specialist tutors with access to our Sport England -grade facilities at Bracknell and our onsite gym at Reading, filled with the latest sports and training equipment to help you keep fit and advance your studies.

Depending on your course choice, learn how to be an approachable and effective motivator; encourage people to reach their fitness goals, create personalised exercise programmes, give advice on healthy living, and carry out fitness assessments. You will combine the study of anatomy, physiology and psychology with biometrics, exercise, health and lifestyle and develop skills in sport and exercise massage.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/sports

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TEACHING AND EDUCATION

Inspire the next generation and transform lives through a rewarding career!

A career in teaching goes beyond competitive salaries and generous pensions.

Teaching and careers in education can be extremely rewarding. You can inspire the next generation and secure a great career which can open up opportunities for personal development.

With teaching, no two days are the same. You can train to teach at any point in your life and even take this qualification around the world.

Our routes into teaching are varied. Some are more classroom-based, such as the Postgraduate Certificate in Education (PGCE), and others are more practical, school-based like the apprenticeship. Our qualifications will lead to careers such as:

- » School teacher
- » Teaching assistant
- » Trainer in the workplace
- » Lecturer in college or university
- » Teaching English as a foreign language

Whether you're starting out a career in teaching and education, returning to work after a break or making a career change, our routes into teaching are flexible, effective and local. We offer full and part-time programmes, designed to fit your commitments and current education level.

Our programmes can help to equip you with the knowledge of the latest pedagogical approaches that you can take into the classroom. Our industry partners ensure that the programmes we deliver are of a high standard. Our Level 3 Awards and Diploma in Education and Training are approved by Ascentis. The PGCE Level 6/7 is awarded by Oxford Brookes University, which means you'll get twice the pastoral support.

► **For more information**

Call us on 0800 612 6008 or visit adult.activatelearning.ac.uk/teaching

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BOOKING AND PAYING FOR YOUR COURSE

HOW TO BOOK



Register for an account online, enrol and pay, or apply at adult.activatelearning.ac.uk



Call our friendly team on **0800 612 6008**. They are available Monday to Thursday 8:30am–5pm and Fridays 8:30am–4pm



Drop into Advice and Admissions at Reading College and Bracknell and Wokingham College; we are open weekdays (term time), 8:30am–5pm Mondays and Wednesdays, 8:30am–7pm on Tuesdays and Thursdays, and 8:30–4pm Fridays. Out of term we are open 8:30am–5pm Monday-Thursday and 8:30am–4pm on Fridays.



Some courses require an interview or assessment before enrolling; just apply online, by phone or in person and we will agree a time for your interview or assessment. This is purely to make sure the course is the right level for you and suitable for your goals. Typically, the courses that require interviews are professional qualifications or are eligible for funding.

If you have any questions about our courses before you enrol, our friendly team will be happy to help.

PAYING FOR YOUR COURSE

- » Course fees will be listed on the website and we can take payment online (if no interview is required), by phone or in person.
- » Course fees and funding options depend on the course, your age and circumstances and previous qualifications. For further information and guidance visit:

adult.activatelearning.ac.uk/learning-with-us/support

- » You may even be eligible for free or reduced concession fees, please contact our Advice and Admissions team on 0800 612 6008 for full details.
- » On enrolment, please let us know if you are applying for a loan or if your employer is funding your course.

Advanced Learner Loan

STUDY NOW, PAY LATER

- » If you're aged 19 or older on the first day of your course, you can apply for an Advanced Learner Loan
- » Study any Level 3 (A Level equivalent) qualification or above
- » You don't start to repay it until you earn £25,725 per year
- » Eligibility doesn't depend on your income or credit score



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0800 612 6008

enquiries@activatelearning.ac.uk

adult.activatelearning.ac.uk

