



FOR LEISURE & PLEASURE

INFORMAL ADULT EDUCATION CLASSES | 2011-12



Chichester
college

WELCOME FROM THE PRINCIPAL

A very warm welcome to Chichester College. I'm really pleased that you're thinking of coming here to enjoy our adult education classes.

We have such a wide range of that I'm sure you will find the right subject for you. Whether you want to learn more about something you've always been interested in or want to delve deeper into a subject you already have a passion for, we can help. Our vision is to change lives through learning.

I hope this brochure helps you find the class you're after, and I look forward to meeting you and welcoming you to Chichester College.



Shelagh Legrave
Principal





SOMETHINGFOREVERYONE!

ANIMAL & VETERINARY CARE	5
ART, DESIGN & MEDIA	5
COMPUTING & IT	7
CONSTRUCTION	8
CREATIVE CRAFTS	9
FLORISTRY	11
HEALTH, CARE & CHILDHOOD STUDIES	12
HISTORY & ARCHAEOLOGY	13
HORTICULTURE	15
HOSPITALITY & CATERING	16
LANGUAGES	17
LITERATURE & CREATIVE WRITING	20
MUSIC	20
SCIENCE	22
TEACHING ENGLISH AS A FOREIGN LANGUAGE (EFL)	23
TRAVEL & TOURISM	24

HOW TO ENROL	25
FEES	25
CCS COURSES	26
APPLICATION FORM	27



The information in this brochure is correct at the time of printing. The College reserves the right to withdraw courses, limit recruitment and where necessary make significant changes to fees payable dependant on the number of students enrolled for a course or due to changes in legislation. ©2011

THEY'RE IDEAL!



Our adult education classes are ideal for anyone seeking new interests and to develop new skills. Maybe there's something you've always been interested in which you now have the time to explore.

Or perhaps you're looking for a fun and friendly reintroduction to learning, to increase your confidence and meet new friends with similar interests and passions.





Whatever your reasons for wanting to learn more, Chichester College offers a fantastic choice of Informal Adult and Community Learning classes. Whether you choose an evening class, a daytime or weekend course, all the courses are taught by experienced and passionate professionals who provide high quality classes in relaxed and friendly surroundings.

THERE'S LOTS GOING ON AT CHICHESTER COLLEGE

Goodwood Restaurant

The fully licensed Goodwood Restaurant at Chichester College offers a refined and peaceful atmosphere where you can dine at your leisure.

Open to students and the public during term time.

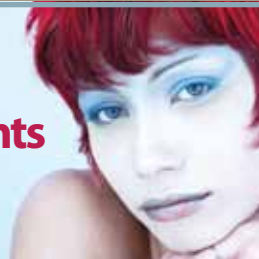
For reservations or more information, please ring
01243 789024 or
01243 786321 ext 2210



OASIS
HAIR AND BEAUTY

Discounts for Students

on a wide range of Hair & Beauty Treatments



Come along and pamper yourself

To book an appointment please call (01243) 812935 or (01243) 776227

Dog Grooming Parlour

Does your dog need a hair cut?

To book them in now for a special treatment please call **01243 786321**



Beautiful Flowers
for Special Occasions

Pre-order now from our floristry department
Email: dee.watkins@chichester.ac.uk



SPORTS CENTRE

at Chichester College



Make use of the fantastic facilities in the Sports Centre at Chichester College. We have a wide range of activities on offer, including;

- Gym membership available at a discounted price for students
- A variety of exercise classes suitable for all ages and abilities
- Sports facilities including: Badminton, Tennis and 5-a-side football
- Climbing wall

For more information please call **01243 812936**

College Travel

The College has its
very own travel agency!



Located next to Stop 'n' Shop, students can save up to 5% on a package holiday. There are often special deals on flights and holidays and we also do offers on coaches and day trips.

Visit us for a quote and see how much you could save!

ANIMAL & VETERINARY CARE

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Keeping Pigs	B	19/11/2011	5 Hours	Saturday	1000 - 1600	£30 n/a	ADE857

Keeping pigs can be incredibly rewarding. And once you have tasted home produced pork you will wonder how you survived without it! However, rushing headlong into livestock ownership without proper consideration of all the implications is a recipe for trouble! This course is aimed as 1 day introduction to basic livestock husbandry.

Keeping Sheep	B	17/03/2012	5 Hours	Saturday	1000 - 1600	£30 n/a	ADE858
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Keeping sheep can be incredibly rewarding. And once you have tasted home produced pork you will wonder how you survived without it! However, rushing headlong into livestock ownership without proper consideration of all the implications is a recipe for trouble! This course is aimed as 1 day introduction to basic livestock husbandry.

ART, DESIGN & MEDIA

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Learning to Draw & Paint	C	19/09/2011	10 weeks (2 hours per week)	Monday	1800 - 2000	£80 £40	ADE007
	C	09/01/2012	10 weeks (2 Hours per week)	Monday	1800 - 2000	£80 £40	ADE007
	C	23/04/2012	9 weeks (2 hours per week)	Monday	1800 - 2000	£74 £37	ADE007

This course is for complete beginners new to the world of drawing and painting. We will discover a new form of visual and creative expression each week giving you a chance to gain confidence and develop your own creative skills. You will get the opportunity to explore your own ideas culminating in a final project piece.

Learning to Draw & Paint (Intermediate)	C	21/09/2011	10 weeks (2 hours per week)	Wednesday	1800 - 2000	£80 £40	ADE485
	C	11/01/2012	10 Weeks (2 Hours per week)	Wednesday	1800 - 2000	£80 £40	ADE485
	C	25/04/2012	9 weeks (2 hours per week)	Wednesday	1800 - 2000	£74 £37	ADE485

This course has been designed specifically for students who have completed the 'Learning to Draw and Paint' (Beginners) course. It provides an opportunity to build upon your basic drawing and painting skills as well as developing your professional practice skills and introducing elements of the history and theory of Art. During this course you will learn specialist drawing and painting techniques which will culminate in an individual final project piece.

Basic Digital Photography	C	08/10/2011	5 Hours	Saturday	1000 - 1600	£26 n/a	ADE608
	C	24/03/2012	5 Hours	Saturday	1000 - 1600	£26 n/a	ADE608

For anyone who wants to learn more about digital photography. This course is a natural progression from the introductory workshop and offers more tips & techniques for taking and manipulating digital images.

Getting the Most from a Digital Compact Camera	C	05/11/2011	5 Hours	Saturday	1000 - 1600	£26 n/a	ADE616
	C	12/05/2012	5 Hours	Saturday	1000 - 1600	£26 n/a	ADE616

Explore the variety of controls provided by camera manufacturers to be more creative when taking photographs.

ART, DESIGN & MEDIA continued

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Beginners Guide to Digital Photography	C	21/09/2011	10 Weeks, 2.5 Hours per week	Wednesday 1830 - 2100	£98	£49	ADE701
	C	11/01/2012	10 Weeks, 2.5 Hours per week	Wednesday 1830 - 2100	£98	£49	ADE701

This course is aimed at DSLR (Digital Single Lens Reflex) and those with high end compact/hybrid cameras, to explore camera controls and setting, enabling you to develop your photographic skill. The course will help you understand how settings affect the outcome of an image and what controls to use in different situations. Students will learn how to take digital photographs using these controls and settings and how to produce digital prints.

Guide to Digital Photography - Next Step	C	25/04/2012	9 Weeks, 2.5 Hours per week	Wednesday 1830 - 2100	£90	£45	ADE700
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Moving on from Beginners Guide to Digital Photography, this course aims to develop an awareness of camera controls and settings through practical sessions developing an understanding of composition to take that 'better' picture. The course will explore digital photography in a variety of scenarios and situations.

Enhancing Digital Photographs	C	21/01/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE727
	C	16/06/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE727

Adobe Photoshop is the perfect software to enhance digital photos to produce images that "pop". On this 1 day workshop, learn how to enhance tone and colour, correct imperfections before preparing images for printing. This course is designed for anyone who wants to improve the quality of the images produced by their digital camera.

Photoshop for Photographers	C	19/09/2011	10 Weeks, 2.5 Hours per week	Monday 1830 - 2100	£98	£49	ADE591
	C	09/01/2012	10 Weeks, 2.5 Hours per week	Monday 1830 - 2100	£98	£49	ADE591

This course aims to provide the digital photographer with image editing techniques that enhance, improve and develop images in a creative and professional way using industry standard software. It is suitable for those with basic computer skills who want to apply professional image editing techniques to their digital photographs, learning the fundamentals of re-touching, montage and image manipulation.

Photoshop for Photographers - Next Step	C	23/04/2012	9 Weeks, 2.5 Hours per week	Monday 1830 - 2100	£90	£45	ADE590
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Taking image manipulation a stage further, this course is aimed at photographers, wanting to take control of their imaging workflow. Using advanced selection techniques with the use of layers, masks, actions, droplets and looking at levels, contrast, and colour cast issues the course will develop a comprehensive workflow solution. Experience of Photoshop essential.

COMPUTING & IT

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Beginners Guide to Using the Internet	C	9/09/2011	10 Weeks, 2 Hours per week	Monday 1315 - 1515	£78	£39	ADE838

Informs users of successful Internet navigation and safety when online. Research different search engines with tips and help on how to search the Internet. There is also a page with the major search engines, so that you can search each one from one single page.

Beginners Guide to E-Mail	C	09/01/2012	10 Weeks, 2 Hours per week	Monday 1315 - 1515	£78	£39	ADE839
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Investigate the different free email providers and what they have to offer, as well as a beginners guide to email, which explains email-related jargon and how the email system works. Learn how to send and receive digital images and text via email.

Excel for Beginners (Spreadsheets)	C	16/04/2012	9 Weeks, 2 Hours per week	Monday 1600 - 1800	£72	£36	ADE840
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You will be able to access MS excel spreadsheet software, create and modify spreadsheets, maintain files and produce a hardcopy.

Microsoft Word for Beginners (Word Processing)	C	19/09/2011	10 Weeks, 2 Hours per week	Monday 1600 - 1800	£78	£39	ADE841
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Provide a basic knowledge of Microsoft Word to enable the creation of word processed documents.

Presentation Graphics for Beginners (PowerPoint)	C	09/01/2012	10 Weeks, 2 Hours per week	Monday 1600 - 1800	£78	£39	ADE842
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Learn how to create Microsoft PowerPoint presentations.

Online Shopping Using the Internet	C	9/01/2012	5 Weeks, 2 Hours per week	Monday 1800 - 2000	£42	£21	ADE127
	C	6/02/2012	5 Weeks, 2 Hours per week	Monday 1800 - 2000	£42	£21	ADE127
	C	23/04/2012	5 Weeks, 2 Hours per week	Monday 1800 - 2000	£42	£21	ADE127
	C	21/05/2012	5 Weeks, 2 Hours per week	Monday 1800 - 2000	£42	£21	ADE127

This course aims to empower internet users to purchase securely and confidently online. It will explore auction sites such as eBay, second-hand and discounts sites such as Amazon, supporting sites PayPal and Shiplly, food shopping online, comparison tools as well as selling on eBay and using giveaway or swap sites such as Freecycle. It is aimed at internet users with an interest in shopping online. A basic ability to check emails and search the web is essential.

CONSTRUCTION

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Furniture Restoration and Making	T	20/09/2011	10 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£106	n/a	ADE564
	T	10/01/2012	10 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£106	n/a	ADE564
	T	24/04/2012	9 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£98	n/a	ADE564

Repair and restore items of portable furniture to their original finish and appearance. Limited student numbers.

Furniture Making	T	22/09/2011	10 Weeks, 2.5 Hours per week	Thursday 1830 - 2100	£106	n/a	ADE707
	T	12/01/2012	10 Weeks, 2.5 Hours per week	Thursday 1830 - 2100	£106	n/a	ADE707
	T	26/04/2012	9 Weeks, 2.5 Hours per week	Thursday 1830 - 2100	£98	n/a	ADE707

Suitable for a range of experiences from beginners to those with considerable experiences. Training will be provided as student projects require and will include, joint making, assembly and finishing. Students will be expected to provide their own wood and other materials although we can provide some timber for a few set projects which beginners will do. We cannot provide storage for tools/timber. Limited student numbers.

French Polishing	C	21/01/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE760
	C	12/05/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE760

This one day course is suitable for complete beginners and those with limited knowledge of French polishing and restoration. All students are invited to bring a small item to work on (such as a small box, stool, table etc) but it is not essential as the college will also provide pieces of timber. The course will cover the basic techniques and skills of hand French Polishing and restoration. Due to the time restriction, you will not be expected to complete the whole item by the end of the session.

CREATIVE CRAFTS

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Learn to Sew	C	22/09/2011	10 Weeks, 2 Hours per week	Thursday 1900 - 2100	£78	£39	ADE824

A beginners course for those who are unfamiliar with the sewing machine. On this course you will learn how to use a sewing machine in addition to laying out patterns onto fabric, pinning, marking and cutting out. You may progress to Making something simple with an agreement from your tutor - this could be a bag, cushion or something of your choice.

Make a Friend of the Sewing Machine	B	08/10/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE794
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Come and learn what a friend your sewing machine can be! Threads, Needles, Tensions will all be covered in addition to exploring built in stitches and free machine embroider.

Dressmaking for Beginners	C	20/09/2011	20 weeks (2 hours per week)	Tuesday 1900 - 2100	£152	n/a	ADE040
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This course provides an opportunity for students of all levels to improve their garment making skills in a friendly environment, with group demonstrations and personal tuition and fittings. Limited student numbers.

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Pattern Cutting & Advanced Dressmaking	C	19/09/2011	20 weeks (2.5 hours per week)	Monday 1715 - 1945	£186	n/a	ADE042

Students will draft a skirt block and a trouser block to their personal measurements and make up a calico block to perfect the fit. Pattern cutting processes will be demonstrated each week i.e. yokes, panels, flares, pleats, pockets, asymmetrical designs, etc. etc. Using these personal blocks you'll design and make up an original pattern for either a skirt or trousers. The second term will progress to a bodice and sleeve block. From these blocks blouses and dresses can be designed. Pattern cutting will include yokes, panels, button stands, necklines and collars, various sleeve designs, etc. Using these blocks design and make up an original pattern for either a blouse or dress. Limited student numbers.

Bag Making	B	19/05/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE837
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Come for the day and enjoy making a Tote bag with new fabrics. Or if you are interested in re-cycling old clothes / fabrics this is an ideal opportunity to produce something new from old. Some experience of using a sewing machine for straight stitching will be required.

Make a Decorative Cushion	B	19/11/2011	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE835
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Come and enjoy a fun class and learn how to make a piped cushion. The course will also cover inserting a zip and using buttons and loops to make interesting closures.

Upholstery	T	20/09/2011	10 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£112	£56	ADE601
	T	10/01/2012	10 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£112	£56	ADE601
	T	24/04/2012	9 Weeks, 2.5 Hours per week	Tuesday 1830 - 2100	£104	£52	ADE601

Students may bring along an item of their choice and learn a range of upholstery skills. The course will cover both traditional and modern upholstery skills.

Upholstery & Soft Furnishings	B	21/09/2011	29 Weeks, 3 Hours per week	Wednesday 0915 - 1215	£342	£171	ADE710
	B	21/09/2011	29 Weeks, 3 Hours per week	Wednesday 1315 - 1615	£342	£171	ADE711

This recreational course aims to give learners the opportunity to discover or improve their skills in the making of Soft Furnishings, Upholstery.

Upholstery, Soft Furnishings & Textiles	B	22/09/2011	29 Weeks, 3 Hours per week	Thursday 0915 - 1215	£342	£171	ADE603
	B	22/09/2011	29 Weeks, 3 Hours per week	Thursday 1315 - 1615	£342	£171	ADE604
	B	19/09/2011	29 Weeks, 3 Hours per week	Monday 0915 - 1215	£342	£171	ADE605
	B	19/09/2011	29 Weeks, 3 Hours per week	Monday 1315 - 1615	£342	£171	ADE606
	B	23/09/2011	29 Weeks, 3 Hours per week	Friday 0915 - 1215	£342	£171	ADE702
	B	23/09/2011	29 Weeks, 3 Hours per week	Friday 1315 - 1615	£342	£171	ADE703

This recreational course aims to give learners the opportunity to discover or improve their skills in the making of Soft Furnishings, Upholstery or to learn and develop the art of Embroidery.

CREATIVE CRAFTS continued

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Make a Roman Blind (Part 1)	B	28/01/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE793
Come and have fun for two sessions and learn how to make a Roman Blind, with measuring, calculating and construction methods all being covered. The course will also cover interesting and decorative ways to finish the edges of your Roman Blinds. This is Workshop 1 of 2.							
Make a Roman Blind (Part 2)	B	17/03/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE836
Come and have fun for two sessions and learn how to make a Roman Blind, with measuring, calculating and construction methods all being covered. The course will also cover interesting and decorative ways to finish the edges of your Roman Blinds. This is Workshop 2 of 2.							
Explore Textiles	C	21/09/2011	29 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£220	£110	ADE823
This course will introduce students to a varied range of textile techniques leading onto planning and making an individual project using their preferred technique/techniques.							
Term 1. Would cover different types of felting, fabric painting and appliqué.							
Term 2. Would cover different ways to dye fabric and different image transfer techniques, patchwork and quilting.							
Term 3. Would cover free hand and machine embroidery, slashing, layering and embellishment.							
Textile Design	C	25/02/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE830
This workshop will cover a variety of ways for you to create your own design to use in your textile work. We will be looking at different ways of using colour, line, shape and much more.							
Fashionable Textile Crafts	C	26/04/2012	9 Weeks, 2 Hours per week	Thursday 1900 - 2100	£72	£36	ADE826
This is a course for those who want to make what they see in shops today, but might not be able or have the confidence to try on their own. This course will give them the opportunity to make something of their own choice knowing that they have the support by a tutor while doing so. This could be appliquéd cushions, textile creatures, owls, sock-puppets, textile broaches, hearts, bags, book-covers and much more.							
Creative Embroidery	C	12/01/2012	10 Weeks, 2 Hours per week	Thursday 1900 - 2100	£78	£39	ADE825
A course where you will learn a variety of embroidery styles and use them in your project. The course will cover hand and machine stitching, embellishing, dissolvable fabrics, using Angelina fibre, colouring fabrics and threads etc.							
Machine Embroidery	C	21/01/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE829
A beginners workshop. During the day you will learn the basic method of working and experimenting with a variety of effects. You will be making a simple book using one of these techniques.							

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Quilting	C	12/05/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE832

Through this workshop you will learn how to transfer design onto fabric, try out hand and machine quilting. Your quilting samples will then be used as a panel for a cushion.

Japanese Folded Patchwork	C	05/11/2011	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE828
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This workshop will introduce you to different methods and variations using hand and machine stitching. You will try out a few and then go on to making a small bag.

Felt Making	C	24/03/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE831
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During this workshop you will be making flat felt trying out inlay and colour blending, and learn how to make felt balls. From your samples you will be making a simple flower to use as a brooch or as a decorative flower on a bag or a cushion.

Batik	C	17/07/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE834
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This workshop will introduce you to different ways of applying wax to cotton cloth using tjanting, brushes and other mark-making tools. At the end of the day you will have unique fabrics to use for your textile projects or batik pictures that could be framed or used as cushion panels etc.

Silk Painting	C	16/06/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE833
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This workshop will introduce you to two basic techniques gutta and salt together with vibrant silk dyes. You will by the end of the day have one or more silk 'pictures' which either could be framed or made into cards.

Fabric Painting	C	08/10/2011	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE827
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During this workshop you will try out and experiment with different techniques such as stencils, mono-printing, block-printing, resist etc. At the end of the day you will have several unique fabrics to use for your textile projects.

FLORISTRY

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Traditional Arrangements	B	17/03/2012	5 Hours	Saturday 1000 - 1600	£42	n/a	ADE815

You will watch 2 demonstrations showing you how to create different traditional arrangements. You will then be able to create the designs yourself with guidance from the tutor. You will be able to take them home with you.

Traditional Hand Ties	B	28/01/2012	5 Hours	Saturday 1000 - 1600	£42	n/a	ADE814
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You will watch 2 demonstrations showing you how to create different traditional hand-ties. You will then be able to create the designs yourself with guidance from the tutor. You will be able to take them home with you.

FLORISTRY continued

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Contemporary Hand Ties	B	08/10/2011	5 Hours	Saturday 1000 - 1600	£42	n/a	ADE812

You will watch 2 demonstrations showing you how to create different contemporary hand-ties. You will then be able to create the designs yourself with guidance from the tutor. You will be able to take them home with you.

Hand Tied Posies for Brides	B	19/05/2012	5 Hours	Saturday 1000 - 1600	£42	n/a	ADE816
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You will watch 2 demonstrations showing you how to create different hand tied posies for brides. You will then be able to create the designs yourself with guidance from the tutor. You will be able to take them home with you.

Hand Tied Designs - Traditional & Modern	B	19/01/2012	6 Weeks, 2 Hours per week	Thursday 1900 - 2100	£120	£60	ADE818
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Each week the tutor will demonstrate a different hand tied design. You will then have the opportunity to create your own design with their guidance. You will not have to complete any paperwork or sketches. Although you are welcome to make notes.

Luxury Xmas Door Wreaths	B	19/11/2011	5 Hours	Saturday 1000 - 1600	£42	n/a	ADE813
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You will watch a demonstration showing you how to create traditional and contemporary door wreaths. You will then be able to create your own design with guidance from the tutor. You will be able to take your wreath home with you.

Designs in Oasis - Traditional & Modern	B	29/09/2011	6 Weeks, 2 Hours per week	Thursday 1900 - 2100	£120	£60	ADE817
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Each week the tutor will demonstrate a different arrangement in oasis. You will then have the opportunity to create your own design with their guidance. You will not have to complete any paperwork or sketches. Although you are welcome to make notes.

HEALTH, CARE & CHILDHOOD STUDIES

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Working with Children & Young People with Aspergers Syndrome	C	05/11/2011	5 Hours	Saturday 0930 - 1530	£24	n/a	ADE819

Develop your knowledge on the definition of Autistic Spectrum disorders, the common misconceptions about Asperger Syndrome, strategies for supporting children and young people with AS.

Strategies for Dealing with Challenging Behaviour	C	21/01/2012	5 Hours	Saturday 0930 - 1530	£24	n/a	ADE820
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On this course you will learn how to define challenging behaviour, discover the ABC of behaviour, learn strategies to manage challenging behaviour & access resources, advice and support.

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Supporting Creative Play for Children	C	24/03/2012	5 Hours	Saturday 0930 - 1530	£24	n/a	ADE821

On this course you will learn – What is play?, Types of play, How creative play supports holistic development, Resources and activities to support creative play, Practical application.

Practical Parenting	C	16/06/2012	5 Hours	Saturday 0930 - 1530	£24	n/a	ADE822
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On this course you will discover and develop Practical Parenting Skills such as – Values of routines on growth and development, Ideas for cost-free outings and activities, Managing the terrible twos, Local child care settings – the different types including funding.

Making the Most of Retirement (Workshop 1)	C	05/11/2011	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE862
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This course seeks to provide a structured way of facing the adjustments that retirement requires, even if this has been long awaited and desired. This is Workshop 1 of 3.

Making the Most of Retirement (Workshop 2)	C	25/02/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE862
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This course seeks to provide a structured way of facing the adjustments that retirement requires, even if this has been long awaited and desired. This is Workshop 2 of 3.

Making the Most of Retirement (Workshop 3)	C	12/05/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE862
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This course seeks to provide a structured way of facing the adjustments that retirement requires, even if this has been long awaited and desired. This is Workshop 3 of 3.

HISTORY & ARCHAEOLOGY

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Britain under the Romans *CCE	C	20/09/2011	10 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£90	£45	ADE101

The Roman period represents the only time that Britain was a colony of a foreign power; this course will study the colonisers, the colonised and the effect of four centuries of being Romanised from archaeological and historical evidence. Topics will include the reasons late Iron Age Britain appeared an attractive target, the invasion and the resistance to it. Rule through towns interlinked by roads, industrial intensification, development of villas and Mediterranean styles in the decorative arts characterise the period but reversion to a tribal culture followed Imperial collapse.

*SEE PAGE 24 FOR FURTHER INFO ON CCE COURSES

HISTORY & ARCHAEOLOGY continued

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
The Anglo Saxons and the Making of England *CCE	C	10/01/2012	10 Weeks, 2 Hours per week	Tuesday	1900 - 2100	£90 £45	ADE102

The Anglo-Saxon period, the 5th – 11th centuries AD, begins with the withdrawal of the Roman colonisers and the inward migration of Germanic tribes who, with the surviving sub-Roman British, became the English. Many of our present institutions derive from this period including our language, legal and judicial system, place-names and settlement pattern, administrative districts, coinage, monarchy and religion. These and other topics will be combined to tell the story of the prosperous country that again invited invasion, this time by the Normans.

***SEE PAGE 24 FOR FURTHER INFO ON CCE COURSES**

Sussex Landscapes *CCE	C	22/09/2011	10 Weeks, 2 Hours per week	Thursday	1900 - 2100	£90 £45	ADE104
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Sussex has a complex mix of landscapes that reflect the geological make-up and the human pattern that overlays it. This course explores the past and present landscapes through slides and literature.

***SEE PAGE 24 FOR FURTHER INFO ON CCE COURSES**

The Sussex Coast in the 21st Century *CCE	C	12/01/2012	10 Weeks, 2 Hours per week	Thursday	1900 - 2100	£90 £45	ADE105
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The Sussex coast is saltmarsh and sand-dunes, chalk cliffs and rocky shores, pebble beaches and tidal inlets; but also piers and proms, suburbs and caravan parks, ports and marinas. We look at the diverse character of our county coastline through images and text, discussion and possible visits.

***SEE PAGE 24 FOR FURTHER INFO ON CCE COURSES**

Life and Death in the Roman Republic	C	19/09/2011	10 Weeks, 2 Hours per week	Monday	1830 - 2030	£78 £39	ADE300
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Over 10 sessions we will trace the turbulent development of the Roman Republic – from its early beginnings to its final demise: the hopes, the sufferings, the intrigues, the trials, the conspiracies and the desires of its key personalities – including Julius Caesar, Mark Anthony and the great orator, Cicero. No previous knowledge is required, only a lively interest in the Roman world. A trip to Rome will be organised if there is enough interest.

Journey with the Pharaohs	C	20/09/2011	10 Weeks, 2 Hours per week	Tuesday	1730 - 1930	£78 £39	ADE764
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This course aims to take you on a cruise down the Nile. We will look at the architecture of the ancient Egyptian monuments, and discover the mythology and culture behind them.

Write Like an Egyptian	C	10/01/2012	10 Weeks, 2 Hours per week	Tuesday	1730 - 1930	£78 £39	ADE786
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This course is designed to give students an introduction to how the ancient Egyptians wrote hieroglyphs. How were their sentences structured, how did they sound, and how do you read them? These lessons are perfect for people with little to no understanding of the language, or who need a brush up on the basics!

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Introduction to Archaeology	B	17/03/2012	5 Hours	Saturday 1000 - 1600	£34	n/a	ADE849

The British countryside has been modified continuously by its inhabitants for at least the last 6000 years. These activities have produced present-day habitats and landscapes, and left an archaeological and ecological heritage. Archaeology is becoming more popular and the range of television programmes exploring the past has fuelled a growing interest in landscapes and the people who lived in them. This course will give learners some background knowledge of British archaeology and will enable learners to recognise evidence of landscape use and change through British prehistory and history.

HORTICULTURE

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Introduction to Coppicing	B	19/11/2011	4 Hours	Saturday 1000 - 1500	£22	n/a	ADE477

A practical introduction to coppicing and woodland skills.

Planning a Vegetable and Fruit Garden	B	08/10/2011	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE843
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This day will involve planning a vegetable and fruit garden - including learning about soils and soil preparation techniques, rotations, what plants to grow and when. New types of fruit & veg will be discussed and dealing with pests & diseases covered.

Introduction to Hard Landscaping	B	08/10/2011	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE844
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The methods and materials required for a range of hard landscaping applications such as paving, fencing and decking will be discussed and demonstrated. There will be the opportunity to try your hand at some of the techniques.

Pruning Workshop	B	28/01/2012	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE845
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The principles of pruning and the tools required will be covered, and methods for formative, renovation and renewal pruning will be discussed. In the afternoon you will get the chance to try your hand out at pruning in our heritage apple orchard.

Chainsaw Maintenance	B	28/01/2011	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE846
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The techniques of breaking down and maintaining a chainsaw will be described and demonstrated; plus safe use and storage.

Hedgelaying	B	28/01/2012	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE847
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The techniques and craft of hedgelaying will be shown in this practical hands-on course.

Organic Gardening	B	17/03/2012	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE848
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There is a lot of interest in Organic Gardening and this course will provide an introduction to the theories and practices associated with producing vegetables, fruit and also maintaining decorative plants in the garden using organic methods.

HORTICULTURE *continued*

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Introduction to Hard Landscaping	B	17/03/2012	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE850

The methods and materials required for a range of hard landscaping applications such as paving, fencing and decking will be discussed and demonstrated. There will be the opportunity to try your hand at some of the techniques.

One Day Garden Design	B	19/05/2012	4.5 Hours	Saturday 1000 - 1500	£32	n/a	ADE851
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The basic principles of garden design will be discussed and described such as form, shape and balance. Basic surveying will be described and principles of drafting an actual garden design will be covered.

Introduction to Ecology	B	19/05/2012	5 Hours	Saturday 1000 - 1600	£34	n/a	ADE852
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The learner will investigate the theoretical concepts of ecology, and consider the practical applications of these concepts in the field. They will plan and carry out ecological surveys of plants and animals and develop their understanding of the behaviour and relationships these reveal.

HOSPITALITY & CATERING

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Cooking on a Budget	C	21/09/2011	10 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£84	£42	ADE112

This course aims to appeal to those who want to be able to plan and cook a healthy meal with a limited budget. There will be a charge payable to the tutor to cover additional ingredients.

An Introduction to Asian Cookery	C	10/01/2012	10 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£84	£42	ADE779
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This course is designed for beginners looking to gain experience and have fun cooking simple family meals with an Asian twist.

An Introduction to Italian Cookery	C	21/09/2011	10 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£84	£42	ADE784
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Italian cuisine is extensive and this course will help you begin to discover the country's dishes. No previous knowledge required.

Cooking around the World	C	24/04/2012	9 Weeks, 2 Hours per week	Tuesday 1830 - 2030	£78	£39	ADE111
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This is a nine week intermediate cookery course, introducing a variety of preparation and cooking skills, involving classical dishes from around the world. Such as Thai Fish Cakes, Italian Lasagne, French Coq au Vin, Greek Kebabs, salads & dips – to name but a few! The course will also cover English, Indian, Mexican, Spanish and Caribbean Cuisine. The course is delivered in a relaxed, sociable, environment and would benefit anyone wishing to learn practical cooking skills for the enthusiastic cook. Note: There will be a charge payable to the tutor to cover additional ingredients.

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE	
Artisan Bread Making	B	08/10/2011	5 Hours	Saturday	1000 - 1600	£28	n/a	ADE853
	B	28/01/2012	5 Hours	Saturday	1000 - 1600	£28	n/a	ADE854
	B	17/03/2012	5 Hours	Saturday	1000 - 1600	£28	n/a	ADE855
	B	19/05/2012	5 Hours	Saturday	1000 - 1600	£28	n/a	ADE856

Learn to cook a variety of bread dough products, such as wholemeal bread, pumpkin bread, gluten-free bread, Chelsea buns and doughnuts. The products will vary based on available ingredients, resources and equipment.

LANGUAGES

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE	
French for Beginners	C	20/09/2011	30 Weeks, 2 Hours per week	Tuesday	1900 - 2100	£244	£122	ADE155

This course is intended for absolute beginners. You will learn basic vocabulary and structures designed to help you cope with everyday situations in France.

French (Stage 2)	C	20/09/2011	30 Weeks, 2 Hours per week	Tuesday	1900 - 2100	£244	£122	ADE157
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Stage 2 courses are intended for students who have completed at least one year's part-time study or have the equivalent knowledge. You will consolidate previous knowledge, improve your knowledge of grammar and extend your vocabulary, enhancing fluency whilst learning about the culture and traditions of the country.

French (Stage 3)	C	22/09/2011	30 Weeks, 2 Hours per week	Thursday	1900 - 2100	£244	£122	ADE159
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Stage 3 courses are ideal for those of you who have completed two years of part-time study or have equivalent knowledge. Although the emphasis is on communication, equal weight will be given to all four skills: speaking, listening, reading and writing. You will also gain further knowledge of the society and culture of the country.

French (Stage 4)	C	23/09/2011	30 Weeks, 2 Hours per week	Friday	1315 - 1515	£244	£122	ADE161
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Stage 4 is for advanced students who wish to continue to learn and practise the foreign language through discussion on current affairs. You will build up expertise in the four skill areas of speaking, listening, reading and writing, with an emphasis on oral communication. These courses also offer students the opportunity to follow an A-level course and take qualifications. In order to do that you should have obtained a good grade (A-C) in GCSE, or have equivalent knowledge of the language. After completing an AS-level, students may opt for a second year of study to obtain the full A-level. (Exam fee not included.)

LANGUAGES continued

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
French (Stage 5)	C	22/09/2011	30 Weeks, 2 Hours per week	Thursday 1730 - 1930	£244	£122	ADE162

Stage 5 is for those with approximately 4 years of study of the language or who have lived in the foreign country. These courses are taught in the foreign language and will encourage a high level of communication skills. Reading skills are encouraged and grammatical knowledge is consolidated as required.

Italian for Beginners	C	21/09/2011	30 Weeks, 2 Hours per week	Wednesday 1400 - 1600	£244	£122	ADE194
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This course is intended for absolute beginners. You will learn basic vocabulary and structures designed to help you cope with everyday situations in Italy.

Italian (Stage 2)	C	22/09/2011	30 Weeks, 2 Hours per week	Thursday 1900 - 2100	£244	£122	ADE587
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Stage 2 courses are intended for students who have completed at least one year's part-time study or have the equivalent knowledge. You will consolidate previous knowledge, improve your knowledge of grammar and extend your vocabulary, enhancing fluency whilst learning about the culture and traditions of the country. For those who wish to gain a qualification these courses also offer the opportunity to work towards the GCSE examination. (Exam fee not included.)

Italian (Stage 3)	C	2/09/2011	30 Weeks, 2 Hours per week	Thursday 1615 - 1815	£244	£122	ADE172
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Stage 3 courses are ideal for those of you who have completed two years of part-time study or have equivalent knowledge. Although the emphasis is on communication, equal weight will be given to all four skills : speaking, listening, reading and writing. You will also gain further knowledge of the society and culture of the country.

Italian (Stage 4)	C	21/09/2011	30 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£244	£122	ADE167
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Stage 4 is for advanced students who wish to continue to learn and practise the foreign language through discussion on current affairs. You will build up expertise in the four skill areas of speaking, listening, reading and writing, with an emphasis on oral communication. These courses also offer students the opportunity to follow an A-level course and take qualifications. In order to do that you should have obtained a good grade (A-C) in GCSE, or have equivalent knowledge of the language. After completing an AS-level, students may opt for a second year of study to obtain the full A-level. (Exam fee not included.)

Italian (Stage 5)	C	21/09/2011	30 Weeks, 2 Hours per week	Wednesday 1630 - 1830	£244	£122	ADE173
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Stage 5 is for those with approximately 4 years of study of the language or who have lived in the foreign country. These courses are taught in the foreign language and will encourage a high level of communication skills. Reading skills are encouraged and grammatical knowledge is consolidated as required.

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Spanish for Beginners	C	19/09/2011	30 Weeks, 2 Hours per week	Monday 1900 - 2100	£244	£122	ADE181

This course is intended for absolute beginners. You will learn basic vocabulary and structures designed to help you cope with everyday situations in Spain.

Spanish for Beginners (Fast Track)	C	19/09/2011	30 Weeks, 2 Hours per week	Monday 1900 - 2100	£244	£122	ADE183
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This course is intended for beginners and / or those who have a smattering of the language and who wish to study at a slightly faster pace. On completion you should be able to communicate in predictable day-to-day situations.

Spanish - Stage 2	C	19/09/2011	30 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£244	£122	ADE184
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Stage 2 courses are intended for students who have completed at least one year's part-time study or have the equivalent knowledge. You will consolidate previous knowledge, improve your knowledge of grammar and extend your vocabulary, enhancing fluency whilst learning about the culture and traditions of the country. For those who wish to gain a qualification these courses also offer the opportunity to work towards the GCSE examination. (Exam fee not included.)

Spanish - Stage 3	C	20/09/2011	30 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£244	£122	ADE403
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Stage 3 courses are ideal for those of you who have completed two years of part-time study or have equivalent knowledge. Although the emphasis is on communication, equal weight will be given to all four skills : speaking, listening, reading and writing. You will also gain further knowledge of the society and culture of the country.

Spanish - Stage 4	C	20/09/2011	30 Weeks, 3 Hours per week	Tuesday 1800 - 2100	£252	£126	ADE185
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Stage 4 is for advanced students who wish to continue to learn and practise the language through discussions on current affairs. You will build up expertise in the four skills of speaking, listening, reading and writing with an emphasis on oral communication. This course also offers the opportunity to follow an A level course and take qualifications. In order to do that you should have obtained a good grade (A-C) in GCSE, or have equivalent knowledge of the language. (Exam fee not included.)

Spanish - Stage 5	C	22/09/2011	30 Weeks, 2 Hours per week	Thursday 1800 - 2000	£244	£122	ADE453
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Stage 5 is for those with approximately 4 years of study of the language or who have lived in the foreign country. These courses are taught in the foreign language and will encourage a high level of communication skills. Reading skills are encouraged and grammatical knowledge is consolidated as required.

Introduction to Sign Language	C	05/11/2011	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE785
	C	24/03/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE785
	C	16/06/2012	5 Hours	Saturday 1000 - 1600	£26	n/a	ADE785

This course will help you learn the fundamentals of signing. Aimed at beginners who want to learn basic sign language.

LITERATURE & CREATIVE WRITING

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
The Classic English Novel *CCE	C	20/09/2011	20 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£180	£90	ADE103

From a detailed study of novels by Jane Austen, Charles Dickens, Elizabeth Gaskell, George Eliot and Virginia Woolf, we analyse the characteristics of "classic" fiction and account for its enduring appeal.

***SEE PAGE 24** FOR FURTHER INFO ON CCE COURSES

Creative Writing	C	20/09/2011	10 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£78	£39	ADE757
	C	10/01/2012	10 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£78	£39	ADE757
	C	24/04/2012	9 Weeks, 2 Hours per week	Tuesday 1900 - 2100	£72	£36	ADE757

Writing is great fun and an excellent outlet for your creativity. Learn how to take your ideas and build pieces of writing with structure and flair.

Writing a Novel - Next Step	C	22/09/2011	10 Weeks, 2 Hours per week	Thursday 1900 - 2100	£78	£39	ADE758
	C	12/01/2012	10 Weeks, 2 Hours per week	Thursday 1900 - 2100	£78	£39	ADE758
	C	26/04/2012	9 Weeks, 2 Hours per week	Thursday 1900 - 2100	£72	£36	ADE758

For aspiring writers of fiction. Learn the craft of writing a novel. You will discover how to sketch out credible characters and structure plot-lines before writing the opening chapter/prologue to your novel.

MUSIC

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Recreational Jazz (Intermediate)	C	21/09/2011	10 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£78	£39	ADE571
	C	11/01/2012	10 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£78	£39	ADE571
	C	25/04/2012	9 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£72	£36	ADE571

This course is suitable for those with some degree of experience who enjoy playing jazz standards in an ensemble situation. There is instruction in the basics of jazz harmony and combo work providing plenty of opportunities for performance both in college and the wider community, once the student feels sufficiently confident.

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Jazz Progression (Beginner/Intermediate)	C	19/09/2011	10 Weeks, 2 Hours per week	Monday 1830 - 2030	£78	£39	ADE572
	C	09/01/2012	10 Weeks, 2 Hours per week	Monday 1830 - 2030	£78	£39	ADE57
	C	23/04/2012	9 Weeks, 2 Hours per week	Monday 1830 - 2030	£72	£36	ADE572

This course is designed for those who have at least a rudimentary level of achievement on their chosen instrument and wish to become proficient in the basics of jazz performance. Students are organised into bands where instruction in jazz theory and practical music-making are combined. Tutors give guidance in improvisation and harmony both to the uninitiated and to those previously versed solely in classical or rock techniques. The course provides opportunities for performance both in college and at public venues and serves as an ideal foundation for those wishing to progress to one of our full-time jazz courses.

Guitar for Beginners

C	22/09/2011	10 Weeks, 1 Hours per week	Thursday 1830 - 1930	£56	n/a	ADE346
C	12/01/2012	10 Weeks, 1 Hours per week	Thursday 1830 - 1930	£56	n/a	ADE346
C	26/04/2012	9 Weeks, 1 Hours per week	Thursday 1830 - 1930	£52	n/a	ADE346

Suitable for the complete novice. This course will enable anyone to be able to play simple tunes on one of the world's most popular instruments. Please bring your own guitar. Limited student numbers.

Piano for Beginners

C	21/09/2011	10 Weeks, 1 Hours per week	Wednesday 1800 - 1900	£56	n/a	ADE349
C	11/01/2012	10 Weeks, 1 Hours per week	Wednesday 1800 - 1900	£56	n/a	ADE349
C	25/04/2012	9 Weeks, 1 Hours per week	Wednesday 1800 - 1900	£52	n/a	ADE349

An introduction to the keyboard, its layout, notation, fingering and basic technique. Lessons will take place in the keyboard laboratory. Please note that these courses run for two or three terms; the second or third terms are not suitable for complete beginners, who should start in September. Limited student numbers.

Piano the Next Step

C	21/09/2011	10 Weeks, 1 Hours per week	Wednesday 1900 - 2000	£56	£28	ADE391
C	11/01/2012	10 Weeks, 1 Hours per week	Wednesday 1900 - 2000	£56	£28	ADE391
C	25/04/2012	9 Weeks, 1 Hours per week	Wednesday 1900 - 2000	£52	£26	ADE391

A natural progression on from the Beginners Piano course. If you have already a basic technique but would like to know more, then this is a great way to develop your skills. The emphasis is on having fun. There are no formal exams to worry about, you will be learning at your own pace in your own way. So rather than two steps back, take the next step to becoming an accomplished pianist! Limited student numbers.

SCIENCE

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Refresher in Biology	C	05/11/2011	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE859

The pace of scientific progress in biological science is rapid. During this exciting one day refresher we will review key concepts and explore cutting edge developments with particular emphasis on medicine, gene technology and industrial biotechnology. The course is suitable for anybody with an interest in science, but is particularly well suited to those who may have studied science at Level 2 (GCSE / O-Level / BTEC) and wish to refresh their knowledge and practical skills before embarking on Level 3 courses, such as A level Biology / Human Biology, Access to Science, Access to Allied Health Professions or BTEC Forensic Science. The refresher will be delivered by experienced tutors and will involve hands-on laboratory practical work including the opportunity to extract and analyse DNA and use of medical diagnostic devices.

Refresher in Chemistry	C	24/03/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE860
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During this exciting one day refresher in science we will review key concepts in chemistry and explore cutting edge developments through industrial, environmental and medical case studies. The course is suitable for anybody with an interest in science, but is particularly well suited to those who may have studied science at Level 2 (GCSE/O-Level / BTEC) and wish to refresh their knowledge and practical skills before embarking on Level 3 courses, such as A level Chemistry, Access to Science or BTEC Forensic Science. The refresher will be delivered by experienced tutors and will include hands-on laboratory practical work as well as explosive demonstration reactions.

Refresher in Physics	C	16/06/2012	5 Hours	Saturday 1000 - 1600	£24	n/a	ADE861
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Physics covers a wide range of topics from the study of elementary particles to superclusters of galaxies. During this exciting one day refresher we will review key concepts including energy, electromagnetism and particle physics and explore how advances in physics have led to the development of new technologies. The course is suitable for anybody with an interest in science, but is particularly well suited to those who may have studied science at Level 2 (GCSE / O Level / BTEC) and wish to refresh their knowledge and practical skills before embarking on Level 3 courses, such as A level Physics, Access to Science, or BTEC Forensic Science. The refresher will be delivered by experienced tutors and will involve hands-on laboratory practical.

Green Living	C	11/01/2012	10 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£78	£39	ADE126
	C	24/04/2012	10 Weeks, 2 Hours per week	Wednesday 1900 - 2100	£78	£39	ADE126

This course stimulates discussion of our environment to give a well-rounded and realistic insight into sustainability and resilience. It is aimed at anyone with an interest in "green" topics, wishing to expand their knowledge and take their efforts to the next level. We will discuss the implications of peak oil and climate change, industrialisation and consumerism, food (from waste to growing your own), energy, re-skilling for a changing world, local economy and health. As well as what can be done at home, at work, in the community and by local government to improve the current situation and tip the cultural transition, we will explore the wider socio-political context of "green" issues and how they impact on the world economically and physically. You will leave well-equipped to reduce your own "carbon footprint" and empower others to do the same.

TEACHING ENGLISH AS A FOREIGN LANGUAGE (EFL)

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Pre-Intermediate EFL	C	29/09/2011	10 Weeks, 2 Hours per week	Thursday 1800 - 2000	£82	n/a	ADE559
	C	19/01/2012	10 Weeks, 2 Hours per week	Thursday 1800 - 2000	£82	n/a	ADE559
	C	03/05/2012	8 Weeks, 2 Hours per week	Thursday 1800 - 2000	£64	n/a	ADE559

This course is designed for non-native speakers of English. You will learn English through a balance of activities aimed at improving your grammar, vocabulary, pronunciation and the skills of reading, writing, speaking and listening. There will be a strong emphasis on English for communication.

Advanced EFL	C	27/09/2011	10 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£82	n/a	ADE560
	C	17/01/2012	10 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£82	n/a	ADE560
	C	01/05/2012	8 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£64	n/a	ADE560

This is an Advanced level course leading to the Cambridge Advanced Examination, which is intended to help students with the following aspects of general English: reading comprehension, writing, listening and spoken English. Students wishing to follow this course should already have a good pass in the Cambridge First Certificate examination or equivalent. The Advanced exam is widely recognised in commerce and industry. Exam fees are not included.

Upper Intermediate EFL	C	26/09/2011	10 Weeks, 2 Hours per week	Monday 1800 - 2000	£82	n/a	ADE561
	C	16/01/2012	10 Weeks, 2 Hours per week	Monday 1800 - 2000	£82	n/a	ADE561
	C	30/04/2012	8 Weeks, 2 Hours per week	Monday 1800 - 2000	£64	n/a	ADE561

This is an Upper Intermediate level course leading to the Cambridge First Certificate Examination, which is intended to help students with the following aspects of general English: reading comprehension, writing, listening and spoken English. The Cambridge First Certificate is widely recognised in commerce and industry. Exam fees are not included.

General English 1 EFL	C	26/09/2011	10 Weeks, 5 Hours per week	Mon & Wed 1330 - 1615	£214	n/a	ADE582
	C	16/01/2012	10 Weeks, 5 Hours per week	Mon & Wed 1330 - 1615	£214	n/a	ADE582
	C	07/05/2012	8 Weeks, 5 Hours per week	Mon & Wed 1330 - 1615	£174	n/a	ADE582

Students will have the opportunity to practise the skills of reading, writing, speaking and listening. The emphasis throughout will be on providing a sound grammatical basis for general communicative English. Your language will be assessed on entry and you will be placed in a suitable class for your level.

TEACHING ENGLISH AS A FOREIGN LANGUAGE continued overleaf >>>

TEACHING ENGLISH AS A FOREIGN LANGUAGE *continued*

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
General English 2 EFL	C	27/09/2011	10 Weeks, 5 Hours per week	Tue & Thur 1330 - 1615	£214	n/a	ADE583
	C	17/01/2012	10 Weeks, 5 Hours per week	Tue & Thur 1330 - 1615	£214	n/a	ADE583
	C	01/05/2012	8 Weeks, 5 Hours per week	Tue & Thur 1330 - 1615	£174	n/a	ADE583

Students will have the opportunity to practise the skills of reading, writing, speaking and listening. The emphasis throughout will be on providing a sound grammatical basis for general communicative English. Your language will be assessed on entry and you will be placed in a suitable class for your level.

Intermediate EFL	C	28/09/2011	10 Weeks, 2 Hours per week	Wednesday 1800 - 2000	£82	n/a	ADE709
	C	17/01/2012	10 Weeks, 2 Hours per week	Wednesday 1800 - 2000	£82	n/a	ADE709
	C	02/05/2012	8 Weeks, 2 Hours per week	Wednesday 1800 - 2000	£64	n/a	ADE709

This course is designed for non-native speakers of English. You will learn English through a balance of activities aimed at improving your grammar, vocabulary, pronunciation and the skills of reading, writing, speaking and listening. There will be a strong emphasis on English for communication.

TRAVEL & TOURISM

COURSE TITLE	CAMPUS	START	COURSE DURATION	DAY & TIMES	FEE	CONC.	CODE
Cruise Ship Destinations	C	20/09/2011	10 Weeks, 2 Hours per week	Tuesday 1800 - 2000	£78	£39	ADE811

This course aims to give students an insight into the different cruise itineraries and ports of call available with points of interest relating to each destination. This course is aimed at anyone who is interested in travel, is thinking of going on a cruise or has already caught the cruise bug and wants to explore new areas of the world.

The information in this brochure is correct at the time of printing. The College reserves the right to withdraw courses, limit recruitment and where necessary make significant changes to fees payable dependant on the number of students enrolled for a course or due to changes in legislation. ©2011

How to Enrol

Enrolling couldn't be simpler. There are three easy ways - online, by phone or in person.

You may enrol anytime before the start of the course because our Student Centre is open throughout the year. Many of our courses are very popular and soon become full so early enrolment is always recommended.

ONLINE AT: www.chichester.ac.uk
Visit our Website and enrol online at a time that suits you. Payment may be made by credit or debit card. Please

note you will not be able to enrol online if you are in receipt of either Job Seekers' Allowance or Employment Support Allowance (work related) and are claiming a fee concession. Confirmation of your enrolment will be sent by post including further Course Information.

**PHONE: (01243) 812223
or (01243) 786321**

Payment may be made by credit or debit card. Please note you will not be able to enrol by telephone if you are in receipt of either Job

Seekers' Allowance or Employment Support Allowance (work related) and are claiming a fee concession. Confirmation of your enrolment will be sent by post including further Course Information.

IN PERSON

Visit our Student Centre during office hours (8.30 -17.30 Monday-Thursday and 8.30-17.00 Friday). You will be asked to complete a Registration Form (see page 25), show any evidence of benefit if appropriate and/or pay any fee due.

Fees

CONCESSIONARY FEES

There is a 50% discount on most of our 10 -30 week courses for those in receipt of the following benefits:

JOB SEEKERS' ALLOWANCE

Employment Support Allowance (work related). Please note, the discount does not apply to our Saturday Workshops, courses that have a limited student number or courses which are not funded by the Skills Funding Agency.

INSTALMENT PLANS

If an individual course costs over £100 and the course duration is longer than three months, arrangements can be made to pay fees in instalments by direct debit. There is an additional charge of £15 for this option.

MATERIALS AND TOOLS

Students are expected to provide their own tools and materials. Where applicable a list of equipment will be supplied to students. On some courses materials may be available for students to purchase.

REFUNDS

Please note we are not able to guarantee you a place should a course become oversubscribed. Also, the College reserves the right to close (at short notice) or amalgamate a course in the case of insufficient enrolments.

If a course is cancelled by the College a full refund of fees paid will be made.

FOR COURSES LASTING LONGER

THAN ONE TERM: If you choose to leave your course within one month of it starting and the course is longer

than a term, a refund may be made, less an administration charge. After one month on the course no refund will be given.

FOR COURSES LASTING ONE

TERM OR LESS: If you are booked on a short course and cancel at least 10 working days before the course date you will receive a refund of 80% of the course fee. If you cancel less than 10 working days before the start of the course, or leave the course after it started, no refund will be given .

Where there are exceptional personal circumstances, an application for a refund may be made in writing to the Director of Finance.

CCS COURSES

CENTRE FOR CONTINUING EDUCATION

Some of the Adult & Community Learning classes we offer are organised in partnership with the University of Sussex Centre for Continuing Education.

These courses are designed to provide accessible and local opportunities to study at higher education level with a supportive and expert tutor.

Open Courses carry higher education credit, which can be a stepping stone to University of Sussex certificates, diplomas and degrees. Students participate actively in Open courses (through discussion, group work and individual assignments) and tutors assess their contribution and offer advice and guidance on opportunities for further study.

CCE Contact Details

For further information on teaching, learning and credit in CCE courses please contact:

tel: 01273 877888

email: si-enquiries@sussex.ac.uk

web: www.sussex.ac.uk/cce

The logo of the University of Sussex, consisting of the letters 'US' in a stylized, serif font.

University of Sussex



West Sussex Adult & Community Learning Service

Local learning opportunities at a venue near you!

West Sussex Adult & Community Learning Service offers a broad range of learning opportunities countywide. From arts and crafts to fitness and languages to ICT there really is something for everyone.

If you're looking to learn something new and meet new people then why not get in touch!

For further information on any of our courses in the local area please contact **01730 816683** or visit www.westsussex.gov.uk/adulteducation



For more information about Chichester College or any of the classes in this brochure contact:

tel: 01243 786321

fax: 01243 53948

email: info@chichester.ac.uk

web: www.chichester.ac.uk

You may use this form to apply for a course, or to make advance booking (enclosing payment) for a course. When completed please send the form to the FREEPOST address indicated, or if preferred you may register online at www.chichester.ac.uk or call **01243 812223**

FOR OFFICE USE ONLY

College Person Code:
(if known)

Acknowledgement
Date:

Interview
Date & Time:

Please complete all sections of this form in CAPITAL LETTERS.

ACL REGISTRATION FORM | ACADEMIC YEAR 2011-12

PERSONAL DETAILS

Surname:	Title: <small>(Mr/Mrs/Miss/Ms etc.)</small>	Age:	Nationality:
Forename(s):	Date of Birth:		Normal Country of Residence:
Address:	Home Tel:		How long have you lived in the EEA?:
	Work Tel:		<small>If less than 3 years please give your previous country of residence:</small>
Postcode:	Mobile Tel:		Unique Learner No. (ULN) if known:
Email:	Home Postcode when last in learning:		

ETHNICITY – Please indicate your Ethnic Origin (by ticking the appropriate box)

<input type="checkbox"/> English / Welsh / Scottish / Northern Irish / British	<input type="checkbox"/> White and Black Caribbean	<input type="checkbox"/> Indian	<input type="checkbox"/> African	<input type="checkbox"/> Arab
<input type="checkbox"/> Irish	<input type="checkbox"/> White and Black African	<input type="checkbox"/> Pakistani	<input type="checkbox"/> Caribbean	<input type="checkbox"/> Any other ethnic group
<input type="checkbox"/> Gypsy or Irish Traveller	<input type="checkbox"/> White and Asian	<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Any other Black / African / Caribbean background	<input type="checkbox"/> Not known / not provided
<input type="checkbox"/> Any other White background	<input type="checkbox"/> Any other Mixed / multiple ethnic background	<input type="checkbox"/> Chinese		
		<input type="checkbox"/> Any other Asian background		

YOUR LEARNING SUPPORT NEEDS

Do you have a disability, medical condition or health issue (eg visual impairment, hearing difficulty, mobility difficulty, epilepsy) or a learning difficulty (eg dyslexia)? YES NO We will contact you to discuss your support requirements. Any information that you provide will be kept private and will not be passed to anyone without your prior consent.

COURSE DETAILS (If you are in any doubt about your eligibility for the course please call the Student Centre for clarification on 01243 786321)

COURSE 1		COURSE 2	
Course Title:		Course Title:	
Course Code:	Campus:	Course Code:	Campus:
Start Date:	Duration:	Start Date:	Duration:
Preferred Time: <small>(where a choice is given)</small>	Course Fee:	Preferred Time: <small>(where a choice is given)</small>	Course Fee:



FEEDBACK – Please indicate where you heard about the College (by ticking the appropriate box)

Word of mouth Newspaper advert Radio advert Website Sponsored event Roadside banner Workplace Other

FEE REDUCTIONS

If you are in receipt of any of the following income-based benefits you may be eligible for a fee reduction. Written proof must be provided at the time of registration and remaining fees paid in full. Please indicate which benefits you are in receipt of by ticking the relevant box(es):

Job Seekers' Allowance Employment Support Allowance (WRAG)

YOUR N.I. NUMBER: _____

Please read the following declaration and then tick the box to indicate that you have read and understood it:

I confirm that if my benefit status changes I will notify Chichester College Student Services

Level 2 / Level 3 Entitlement

Please tick this box to confirm that Level 2 or Level 3 entitlement applies to you and complete the Learner Declaration Form which can be found later in this directory. For information about eligibility please contact the Student Funds Team.

FOR OFFICE USE ONLY

Proof of benefit(s) seen by: _____

HOW WE USE YOUR PERSONAL INFORMATION

The personal information you provide is passed to the Chief Executive of the Skills Funding Agency and, when needed, the Young People's Learning Agency for England (YPLA) to meet legal duties under the Apprenticeships, Skills, Children and Learning Act 2009, and for the Agency's Learning Records Service (LRS) to create and maintain a unique learner number (ULN). The information you provide may be shared with other partner organisations for purposes relating to education or training. Further information about use of and access to your personal data, and details of partner organisations are available at:

<http://skillsfundingagency.bis.gov.uk/privacy.htm>

<http://www.ypla.gov.uk/privacy.htm>

<http://www.learningrecordservice.org.uk/documentlibrary/documents/Code+of+Practice+for+Sharing+of+Personal+Information.htm>

Signed: _____ Date: _____

Tick this box if you do not wish to be contacted in respect of surveys and research

Tick this box if you do not wish to be contacted about courses or learning opportunities

Tick the appropriate box(es) if you do not wish to be contacted:

- by Post
 by Telephone
 by Email

FOR OFFICE USE ONLY

TOTAL FEE:	NAME:
REMISSION:	RECEIPT NO:
FEE DUE:	DATE:
PAID:	SPONSOR REF:
ACKNOWLEDGEMENT DATE:	REQUEST SKILLS ACCOUNT: <input type="checkbox"/> YES <input type="checkbox"/> NO
FAIR PROCESSING ISSUED: <input type="checkbox"/> YES <input type="checkbox"/> NO	VERIFICATION TYPE EVIDENCED:


PAYMENT DETAILS**FOR OFFICE USE ONLY**

FUNDING ROUTE: _____

NAME: _____

PERSON CODE: _____

Note: NO REFUND of fees are made for courses shorter than one term, or for longer courses if you leave after one month of its commencement.

Please indicate your chosen method of payment for all courses with the  symbols: Cheque Mastercard / VISA / Switch Cash or Electron Card

Payments may be made in person at College, or you may send a cheque payable to Chichester College or your card details to the College with this form. Please do not send cash by post. Hand in together with this form at the Student Centre. To charge the course fees to a CREDIT or DEBIT card please complete the details below.

SECURITY: THIS SECTION WILL BE REMOVED AND DESTROYED AFTER PROCESSING

Name and Address of cardholder:

NAME: _____

ADDRESS: _____

(if different from above)

Card No. _____

Issue No. (Switch Card ONLY) _____

AMOUNT: _____

Card Issue Date: _____

Card Expiry Date: _____

3 Digit Security Code: _____

£ _____ . _____

Please detach and send the completed form to the FREEPOST address shown below. Alternatively the form may be returned in person to the College main reception at either our Chichester or Brinsbury campus.

Chichester College, FREEPOST PT113, Chichester, West Sussex. PO19 1YP

Chichester
college



FOR LEISURE & PLEASURE
INFORMAL ADULT EDUCATION CLASSES | 2011-12





**CHANGING LIVES
THROUGH LEARNING**

t 01243 786321

f 01243 539481

e info@chichester.ac.uk

www.chichester.ac.uk

Chichester College, Westgate Fields, Chichester, West Sussex, PO19 1SB
Brinsbury Campus, North Neath, Pulborough, West Sussex, RH20 1DL