Higher Skills & Higher Education Courses at Kirklees College

Specialist courses at Level 4 and above (university level)

• FLEXIBLE HNC/HND PROGRAMMES
• HIGHER APPRENTICESHIPS
• PROFESSIONAL COURSES
Contents

Welcome .......................................................... 4-6
Pioneer Higher Skills Centre .............................. 7-9
Other college centres ................................. 10-11
Higher qualifications explained ....................... 12
What is Higher Skills and Higher Education? ........ 13
Higher Apprenticeships................................. 14-15
What is Access to Higher Education? .......... 16-17
Access to Higher Education .......................... 18-29
Animal Management ......................................... 30-33
Business and Professional ............................... 34-51
Childhood Studies ........................................ 52-57
Computing ....................................................... 58-63
Construction .................................................... 64-67
Counselling ..................................................... 68-71
Creative Industries ........................................... 72-85
Engineering ..................................................... 86-93
Health and Social Care .................................. 94-97
Hair and Beauty ............................................... 98-101
Hospitality and Catering ............................... 102-105
Policing ........................................................ 106-109
Professional Qualifications .......................... 110-111
Teacher Education ....................................... 112-123
Travel and Tourism ........................................ 124-127
Funding your studies .................................. 128-130
Advanced Learner Loan ............................... 131
Antony Gormley sculpture ............................. 132
Graduation ...................................................... 133
Additional information ................................ 134-135
Award-winning teaching ............................. 136
KC Guarantee ............................................... 137
How to apply ............................................. 138-139

Disclaimer: every effort is made to ensure the information in this prospectus is as accurate as possible at the time of production. However, course particulars may alter due to circumstances beyond our control. If there are insufficient numbers enrolled on a course, this means we may be unable to offer the programme. Kirklees College reserves the right to make changes at any time.
Welcome to Higher Skills & Higher Education at Kirklees College

• Flexible learning around your lifestyle
• Study full-time or part-time
• Specialist centres with the latest facilities
• Expert tutors with industry experience
• Degree level courses on your doorstep
• Lower tuition fees than universities
• TEF silver award for teaching & learning
• Smaller class sizes & great student support
Welcome

The Higher Skills and Higher Education programme at Kirklees College is dedicated to providing local people with the opportunity to gain qualifications, work skills and enhanced career prospects.

Our vocational programme encompasses HNC/HND courses, Access to Higher Education courses and higher apprenticeships taught by industry experienced tutors to provide you with hands-on experience in your chosen career path.

The Higher Skills provision offers degree level courses on your doorstep designed with your family and other commitments in mind. With lower course fees and small class sizes offering specialist academic support, our programmes provide an affordable and flexible alternative to university study.

The opening of the £14m Pioneer Higher Skills Centre in Dewsbury in November 2020 places us at the forefront of delivering Higher Skills and Higher Education in the local area and allows us to offer our learners progression routes and employment opportunities both locally and nationally.
Pioneer Higher Skills Centre
Dewsbury

You can learn in a newly renovated building in Dewsbury following the opening of Pioneer Higher Skills Centre in 2020.
POINEER HIGHER SKILLS CENTRE
Dedicated to Higher Skills and Higher Education, this new learning facility continues to drive the improvement of education and increase the skills of local people.

Located in a Victorian Grade II listed building, this specialist centre will help you gain qualifications, work skills and enhance your career prospects.

The historic building has been transformed into a state-of-the-art facility as part of a £14million restoration project. The centre boasts modern facilities whilst maintaining many original heritage features of this unique building to provide an ideal study environment.

FACILITIES
The Pioneer Higher Skills Centre covers 4,500 square metres over three floors. It boasts over twenty five large hi-tech classrooms, six IT suites and an extensive Learning Resource Centre as well as meeting rooms, a conference space and a print room. Students can take advantage of a CISCO suite, IT hardware build room, art workshops, a fashion and textiles studio, a Mac suite, science laboratory and a hair and beauty salon.

Facilities also include a café, Starbucks coffee shop and social spaces throughout the building that act as study hubs to continue working and socialising.
Pioneering Higher Education in West Yorkshire
ACCESSIBLE LOCATION
Conveniently located opposite Dewsbury train station, the centre is just an 8 minute journey from Huddersfield and only 10 minutes from Leeds by train.

Bradford is only 8 miles to the north and Wakefield is only 6 miles to the east. The M1 and M62 motorways are also close by for easy access.

Pioneer Higher Skills Centre, Halifax Road, Dewsbury, WF13 1BD

PIONEERING LEARNER
“The new Pioneer Higher Skills Centre is very welcoming. You want to be here to achieve. The tutors and other students are really supportive and I really enjoy being in the building”

Rahaan Kesler
HNC in Business
Other Centres

Taylor Hill Animal Centre
Close Hill Lane, Taylor Hill, Huddersfield, HD4 6LE

This specialist, eco-friendly centre houses a wide range of animals with an aviary, aquarium, small mammal house, reptile unit and grooming studio. Committed to sustainability, the centre boasts a turf roof, wind turbine and solar wall. The centre also includes a small farm with extensive outdoor facilities and wildlife environments.

Engineering Centre
Turnbridge Road, Huddersfield, HD1 6AG

This £7.5m employer-led centre boasts state-of-the-art equipment and workshops for CNC, manufacturing, maintenance, mechanical, fabrication and welding, as well as student recreation and breakout areas. There is also a dedicated automotive workshop complete with spray booth designed to replicate a real-life motor vehicle workshop.
Huddersfield Centre
Manchester Road, Huddersfield, HD1 3LD

This £70m modern centre offers outstanding facilities, including music, media and performing arts facilities, industry standard training kitchens and Landings 72 restaurant, high-spec salons, advanced science labs, mock air cabin and multiple Learning Resource Centres. There is also a well-equipped gym, cash machine and Starbucks coffee shop.
### Higher Qualifications Explained

<table>
<thead>
<tr>
<th>Level 7</th>
<th>Masters</th>
<th>Degree with Honours</th>
<th>Bachelors Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MA, MSc, MBA</td>
<td>BA Hons</td>
<td>Degree</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Level 6</th>
<th>Postgrad Diploma</th>
<th>Postgrad Certificate</th>
<th>Degree Apprenticeships</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Level 5</th>
<th>Diploma of Higher Education</th>
<th>Certificate of Higher Education</th>
<th>Foundation Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BA, BSc</td>
<td></td>
<td>FdA, FdSc</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Level 4</th>
<th>Higher National Diploma</th>
<th>Higher National Certificate</th>
</tr>
</thead>
</table>

### Access to Higher Education courses

For more information visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk)
What are Higher Skills and Higher Education?

Higher Skills is studied at level 4 and above. The routes we offer our learners are flexible, whether this is through our HNC, HND, professional courses or higher apprenticeship routes.

Achieving a higher-level qualification will provide you with a specialist route to employment. Employment is not only about securing your first job, it is about the capacity to build a career or for some to start their own businesses. Studying at level 4 and above will equip you with the necessary skills and knowledge to progress in your chosen career.

The benefits of Higher Skills are:

• Develop intellectual, practical and digital skills
• Gain hands-on experience
• Capable of critical thinking
• Solve problems and reach creative solutions
• Ability to analyse and research
• Effective communication
• Develop confidence and resilience
Higher Apprenticeships

Kirklees College is one of the leading apprenticeship providers in the UK. We train approximately 1,000 apprentices over 30 occupational areas. Our apprentices are employed at over 1,000 companies throughout West Yorkshire.

A higher apprenticeship will provide you with an opportunity to gain a qualification at level 4 and above whilst being employed and earning a wage throughout the course. As an apprentice, you will also gain a head start in your chosen profession by learning the skills that employers want.

As training costs are co-funded by the government and the employer, an apprenticeship can also be a more cost-effective progression route without any debt.

Working in partnership with local and national employers, our specialist teaching team will train you to excel in the industry and equip you with specific skills and knowledge to perform your job role to the highest level.

Some of the higher apprenticeships for 2022/23 include:

- Cyber Security Technologist Apprenticeship Level 4
- Engineering Manufacturing Technician Level 4
- Learning and Skills Teaching Apprenticeship Level 5
- Operations or Departmental Manager Level 5
- Professional Accounting or Taxation Technician Apprenticeship Level 4
- Software Developer Apprenticeship Level 4

For current vacancies, visit www.kirkleescollege.ac.uk/apprenticeships.
Apprentice case studies

“I chose an apprenticeship so I could experience how a business operates rather than just learning how it operates out of a textbook. The hands-on training has allowed me to put the skills that I have learnt into practice which has made it easier to develop my confidence and expertise in the field.”

Elliot Ramsay, Accounting Apprentice

“I think that apprenticeships are a great way to learn as they provide an immersive environment where you are able to put what you learn into practice. There are now a wide range of apprenticeships available that offer accredited qualifications in a variety of sectors which can help you to achieve your career goals.”

Maria Perrins, Mechanical Engineering Apprentice

Employer Case Study

“We have reaped the benefits of hiring apprentices as they have learnt the specialist skills needed to produce high-quality and accurate work. The programme has allowed us to sustain our business and plan for future growth, both of which have only been possible through the apprenticeship scheme.”

Robert Farrell, Training School Team Leader at Reliance Precision Limited
What is Access to Higher Education?

An Access to Higher Education course is designed for adults who wish to change career, study at degree level or improve their job prospects.

If you don’t have any previous qualifications, have been out of education for a while or if you’re an adult looking to change career direction, then an Access course is perfect for you.

They can be seen as an educational stepping stone. A nationally recognised qualification can also help you progress to university or other higher education or higher skills programmes.

We offer a range of Access courses in many different subject areas.
Access to HE diplomas are widely recognised by universities

We are committed to social mobility in the community

We are delivering our Access to HE courses across Huddersfield and Dewsbury, including at the Pioneer Higher Skills Centre

We are increasing and developing our Higher Skills and Higher Education courses to suit students’ needs
Access to Higher Education

For more information visit www.kirkleescollege.ac.uk
“One of the main reasons I chose to study at Kirklees College is that I had already completed GCSE maths and English at the college and had enjoyed my time there. The college has a diverse culture of staff and students and is a place that if you are willing to put in the effort, you can succeed.

I have made new friends at college who are always there to provide support and the location of the centre means that I only have a short commute to college. The library is a very good standard and the refectory is also great and the staff who work there are always helpful.

All the tutors have been supportive and always try to encourage you to reach your full potential. In my experience, I have found that help is only ever a phone call away.

Studying an Access course has really helped me to focus on getting where I want to go. After I finish college, I hope to attend university to study adult nursing.”
Progression to Access to Further Education and Employment Level 1

Typical entry requirements
A minimum of 3 GCSEs with the following grades: English and maths at grade E/2 or above and 1 other GCSEs at grade E/2 or above. Applicants must be 19+.

Course content
This course builds skills and behaviours to enable you to get back into employment or education.

You may have had time out due to having children, illness or would now like a change in career. This course also allows you to progress to level 2 and 3 access courses if your desired destination is university.

This course will support you to achieve your GCSE English and maths qualifications. Sessions will be taught by a range of subject specialists who can guide and support you throughout the course.

You will study a range of modules designed to develop your interpersonal skills and behaviours in preparation for further study or employment, including communication, confidence building, employability, teamwork, managing conflict, equality and diversity and study skills.

It is suitable for those over the age of 19 who wish to work towards an Access to Higher Education diploma or to build skills to return to employment.

Progression
Level 2 Diploma – Progression to Access to HE. Level 3 Access to HE courses (dependent on achievement of GCSE English and/or maths). Other college courses, apprenticeships and employment.

For students not planning to progress to HE, this course equips students with range of employability skills and behaviours suitable for any workplace.

Career pathways
Nursing, midwifery, operating departmental practice, radiography, clinical sciences (health science professions pathway), social practice, criminology, teaching, law, business, probation, history, english (social sciences/humanities pathways).
Progression to Access to HE Level 2

Typical entry requirements
A minimum of 4 GCSEs with the following grades: English or maths at grade 4/C or above and 3 other GCSEs at 4/C or above. Applicants must be 19+.

Course content
This course provides the first step towards a new career through learning the academic skills and vocational subject knowledge needed for further study.

This course is ideal if you want to change career or need a path to university after time away from education and prepares you for a level 3 access course. You will study relevant units across humanities, health sciences and social sciences at level 2 to prepare you for your chosen level 3 access course. We will also support you to complete GCSE English or maths if required.

The course also covers vocational subjects to improve your overall understanding in a variety of areas, including nutrition, performance and healthy eating, physiology and exercise, sociology of health and health psychology, as well as mental health and ethical issues in social policy.

The course comprises of personal and academic units of study to develop your professional skills, including practical presentation, academic writing, IT and research skills, alongside developing a personal portfolio and understanding prejudice, discrimination and diversity within society.

Progression
Level 3 Access to HE Diplomas (science/health science professions/social sciences/humanities/art and design/business/computing/childhood studies).

Career pathways
Nursing, midwifery, operating departmental practice, radiography, clinical sciences (health science professions pathway), social practice, criminology, teaching, law, business, probation, history, english (social sciences/humanities pathways).
Access to HE
Art and Design
Level 3

Typical entry requirements
A minimum of GCSE English and maths grade C/4 or above. Applicants must be 19+.

Course content
This fast-paced course will prepare you to study art and design at higher education or at higher skills level.

This course will introduce you to a broad range of art and design practices to help develop the required skills needed for degree study and gain the experience to increase your confidence. You will also learn digital and technical skills and improve your portfolio of work.

Our experienced lecturers and industry practitioners will give fantastic support and guidance throughout the course.

You will develop your academic writing and organisation skills to support your application to HE. You can access information on higher education providers and assistance is provided to help students apply through the UCAS process.

As well as developing your practical skills, you will also develop your understanding of artwork across the broad spectrum of art and design. These skills will support you in progressing to the next stage of your studies.

To help you develop your art practice, this course includes trips to a range of art galleries and exhibitions to allow students to further develop their understanding of different artists, styles and techniques. All students will display work in the end of year show.

Progression
HNC art practice, fashion and textiles, 3D design, graphic design and photography. Art and design related higher education courses.

Career pathways
Publishing, marketing, graphic design, fashion merchandising, photography or teaching.
Access to HE Business Level 3

Typical entry requirements
A minimum of GCSE English and maths grade C/4 or above. Applicants must be 19+.

Course content
This course aims to provide you with a strong foundation to start your career in business. It is a stepping stone to degree level study and ideal if you want to go to university or study a higher apprenticeship in business or finance.

This course is for people returning to education or who have left school with few qualifications but have a good level of understanding in English and maths.

You will learn how to provide administrative services and what your personal responsibilities are when working in a business and marketing environment. You will also understand how best to support business events.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects.

If you have been out of education for a while or don’t have the right qualifications for the university course you would like to complete, then an access course is perfect for you. Industrial experience may also be considered.

This course also covers finance, as well as digital skills, the marketing environment and understanding online business activities. This includes how to create business webpages and how to promote the products and services of a business through various platforms.

Progression
HNC in Business degree level study.

Career pathways
Entrepreneur, sales executive, researcher, account manager, marketer, HR adviser, office manager and accountant.
Access to HE Childhood Studies Level 3

Typical entry requirements
A minimum of English and maths grade C/4 or above. Applicants must be 19+.

Course content
This course will develop your higher study skills to enable you to progress to a range of degree level programmes with a focus on education, learning and development.

This programme is for individuals aged 19+ who don’t have the right qualifications or grades for university but want to pursue a career in early years or teaching. It offers an ideal route to progress to degree/higher level study at Kirklees College or other universities regardless of previous grades or qualifications.

Taught by an experienced teaching team through workshops, seminars, lecturers and guest speakers, you will learn how to conduct a research project and the role of play in child development. You will study a range of ages, including a unit focused on adolescence.

The course will build your core knowledge to support you in progressing on to the next stage of your studies. You will have an introduction to childhood studies, including social policy and practice and health and wellbeing.

This qualification includes a requirement of 250 hours of placement or experience in an early years or school setting. A minimum of two different settings is required with an age range of your choice, including birth to one year, two to four years, five to seven years or seven to 11 years.

Progression
HNC in Early Childhood Education and Care. Degree course in a related subject.

Career pathways
Early years worker, nursery manager, play worker, special educational needs professional, teaching assistant and childminder.
Access to HE Computing Level 3

Typical entry requirements
A minimum of GCSE English and maths grade C/4 or above. Applicants must be 19+.

Course content
This course is designed to provide you with a strong foundation in the knowledge and skills required to study computing at higher education level.

The course is widely recognised by universities across the country and is designed for people who have been out of education for some time or those who left school with too few qualifications to be able to go straight to university to study.

The course covers the essential knowledge and skills needed to work in the computing sector. It offers an introduction to ICT essentials including programming, networking, database developments and website development.

You will study a varied range of subjects alongside developing your academic and study skills to prepare you for studying at HE level on our HNC Computing programme.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects. If you have been out of education for a while or don’t have the right qualifications for the university course you would like to complete, then an access course is perfect for you.

Progression
HNC in Computing or a degree course in a related subject.

Career pathways
Networks specialist, IT manager, analyst, telecoms professional, systems engineer, web developer, technical support officer or software developer.
Access to HE
Health Science Professions Level 3

Typical entry requirements
A minimum of GCSE English and maths grade C/4 or above and ideally science grade C/4 or above. All applicants must be aged 19+.

Course content
This is the perfect course for you if you would like to study midwifery, nursing, paramedic science, radiography or other disciplines related to health science at university.

This course is designed to support you on your path to a higher education course in the health science professions. You will develop your skills and self-confidence to progress to university with unrivalled levels of support from experienced and skilled tutors.

You will also further develop your wider understanding through studying psychology and sociology, as well as study skills designed to support you in realising your potential on the programme.

The course will build your core knowledge to support you in progressing to the next stage of your studies. You will learn about body structure and function and co-ordination and control. You will also have a broad introduction to nutrition and digestion, as well as pathogens and disease.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects. If you have been out of education for a while or don't have the right qualifications for the university course you would like to complete, then an access course is perfect for you.

Progression
This course is designed to support students progressing onto degree level study.

Career pathways
Paramedic, nurse, midwife, physiotherapist, radiologist and other health related professions.
Access to HE
Humanities Level 3

Typical entry requirements
A minimum of GCSE English grade C/4 or above and ideally maths grade C/4 or above. All applicants must be aged 19+.

Course content
This is the perfect course if you would like to study history, teaching (primary and secondary) or English/creative writing plus many other disciplines related to humanities at university.

This course will enable you to work towards a career in humanities and develop the skills and self-confidence you will need to progress.

You will also further develop your wider understanding through studying sociology, as well as study skills designed to support you in realising your potential on the programme.

The course will build your core knowledge to support you in progressing to the next stage of your studies.

You will have a broad introduction to history and English literature and language to broaden your understanding of humanities subjects.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects. If you have been out of education for a while or don’t have the right qualifications for the university course you would like to complete, then an access course is perfect for you.

Progression
This course is designed to support students progressing onto degree level study.

Career pathways
Secondary teacher, primary teacher, historian, journalist, writer, researcher and other humanities based professions.
Access to HE
Social Sciences Level 3

Typical entry requirements
A minimum of GCSE English grade C/4 or above and ideally maths and science grade C/4 or above. All applicants must be aged 19+.

Course content
This course will prepare you to study social sciences at a higher level. It is designed to support you on your path to further study in areas such as social work and psychology. You will develop your skills and self-confidence with high levels of support from experienced and skilled tutors.

You will also further develop your wider understanding through studying history, as well as study skills designed to support you in reaching your potential on the programme.

The course will build your core knowledge to support you in progressing to the next stage of your studies. You will have a broad introduction to psychology and sociology to prepare you for work within the social sciences.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects. If you have been out of education for a while or don’t have the right qualifications for the university course you would like to complete, then an access course is perfect for you.

Progression
This course is designed to support students progressing onto degree level study.

Career pathways
Social worker, youth worker, sociologist and criminologist community worker, support worker other social science related professions.
The course will build your core science knowledge to support you in progressing to the next stage of your studies. Units will cover core science subjects including chemistry, biology and physics.

An Access to Higher Education course is designed for adults who wish to change their career, study at degree level or improve their job prospects. If you have been out of education for a while or don’t have the right qualifications for the university course you would like to complete, then an access course is ideal for you.

**Progression**

This course is designed to support students progressing onto degree level study.

**Career pathways**

Scientist, radiographer, optometrist, audiologist, chemist, biologist, researcher, environmental scientist, forensic scientist and other science related professions.
Animal Care

For more information visit www.kirkleescollege.ac.uk
“I progressed from a Level 3 course in Agriculture so was happy continuing my studies at the college. There is a good mixture of both practical and theory work on the course which is perfect if you like working with animals and love the outdoors.

The facilities at Taylor Hill Animal Care Centre are great with lots of different animals to work within dedicated indoor and outdoor environments.

The tutors are amazing and I got on really well with them. They helped me get through any problems I had and we worked well together to get my work to the highest standard.

I’d recommend Kirklees College for its supportive tutors and very varied course.

I’ve now progressed onto a BSc in Agriculture.”
Animal Management
HNC Level 4

Typical entry requirements
BTEC Extended Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above.

Course content
This course provides the key knowledge and practical skills required in the animal management sector.

This course is ideal for individuals who have a passion for animals and are keen to further develop their knowledge of animal health, welfare and biology.

It provides a comprehensive understanding of animal management and will equip you with the necessary knowledge to assess the welfare needs of animals, enable you to acquire practical animal management skills and master essential study skills and husbandry techniques.

Core Units:
- Animal behaviour
- Animal health and welfare
- Business and the business environment
- Managing a successful project
- (Pearson set unit)
- Ecological principles
- Exotics
- Management of animal collections
- Anatomy and physiology

Our students enjoy the opportunity to travel and recent trips include visits to Aruba, Greece, and a 12-day field trip to South Africa. This trip takes place in Kruger National Park, game reserves and wildlife rehabilitations centres. Students can also undertake a work experience day with SMJ Falconry. This practical experience allows the students to clean, feed and handle various species of birds of prey.

Progression
From the HNC you can progress onto the HND or find employment within the animal sector.

Career pathways
Animal keeper, wildlife technician, animal health officer, animal rescue worker, animal care lecturer or animal handler.
Animal Management
HND Level 5

Typical entry requirements
BTEC Level 4 in a related subject, HNC (90 credits, subject to approval) in a relevant subject or an alternative HNC from another college, on approval of unit choice.

Course content
This specialist programme of study provides the key knowledge and practical opportunities to work within the animal management sector and also offers specialist emphasis through the choice of specialist units.

This course offers excellent practical opportunities with a variety of species in our eco-friendly centre and at other sites. You will learn the skills you need to enter competitive areas such as zoo keeping or specialise further on a related top-up degree. When studying the HND students have the opportunity of attending various field trips. These are run alongside the curriculum to offer a more realistic experience.

Core units:
- Sustainable practices
- Evolution and adaptations
- Biological principles
- Work experience
- Anthrozoology
- Wildlife conservation
- Research project

You will study at our eco-friendly Taylor Hill Animal Care Centre in Huddersfield and also off-site during various field trips. You will have the opportunity to attend a 12-day South African field trip with the HNC students.

Progression
You can go onto a top up degree of your choice at a college or university or go directly into employment within the animal industry.

Career pathways
Animal keeper, wildlife technician, animal health officer, animal rescue worker, animal care lecturer or animal handler.
Business & Professional Studies

For more information visit www.kirkleescollege.ac.uk
“I started at Kirklees College on a Level 3 course in Business and have progressed all the way up to HND level. This course will be great for my career prospects as it covers everything from negotiating to marketing – it will translate to lots of roles and companies.

The course is exciting and different every day. The tutors are friendly, supportive and very knowledgeable in their fields. The work is challenging, we research areas ourselves, but get lots of support.

I enjoy classes as the class sizes are smaller and the other students are more mature. It feels like a university atmosphere. The virtual learning environment and electronic library are very useful facilities for the course.

I would recommend studying higher education at Kirklees College because the environment is very supportive. The tutors really care about the students and are available for one-to-one discussions so you get a lot of good guidance.”
Business HNC Level 4

Typical entry requirements
BTEC Extended Diploma at MPP or 64 UCAS points and GCSE English and maths Grade 4 (C) or above. Access qualifications or industrial experience will be considered.

Course content
This course offers a broad introduction to business via a mandatory core of learning, while allowing you to acquire specialist skills and experience through research, self-study, live industrial briefs, professional presentations, report writing, business planning and marketing.

You will gain a wide range of sector knowledge with links to local businesses. Typically, this course provides grounding for entry into a wide range of business management employment opportunities such as operations management, marketing, human resources and finance.

You will be taught by industry-experienced tutors who are highly recommended by existing students for their nurtured, focused and collaborative approach. As class sizes are traditionally smaller than university settings, students benefit from formative and supportive feedback throughout projects.

Core units:
• Business and the business environment
• Marketing essentials
• Human resource management
• Management and operations
• Management accounting
• Managing a successful business project
• Innovation and commercialisation
• Entrepreneurship and small business management

Progression
Following the Business HNC you can progress on to the HND course or into industry.

Career pathways
Entrepreneur, sales executive, researcher, account manager, marketer, digital officer, HR adviser and office manager.
Business HND Level 5

Typical entry requirements
HNC Business (90 credits minimum), GCSE English and maths Grade 4 (C) or above.

Course content
This advanced course offers enhanced knowledge of business via a mandatory core of learning, while allowing you to acquire further specialist skills and experience through research, self-study, live industrial briefs, professional presentations, report writing, business planning and marketing.

You will gain an extensive range of sector knowledge with links to local businesses. Typically, this course provides enhanced opportunity for entry into a wide range of business management employment opportunities such as operations management, marketing, human resources and finance.

On this course you will be taught by industry-experienced tutors who are highly recommended by existing students for their nurtured, focused and collaborative approach. As class sizes are traditionally smaller than university settings, students benefit from formative and supportive feedback throughout projects.

Core units:
• Organisational behaviour
• Business strategy
• Consumer behaviour and insight
• Developing individuals, teams and organisations
• Pitching and negotiation skills
• Social media and practice
• Research project

Progression
You can progress to study for a top up degree at another HE institution or into industry.

Career pathways
Entrepreneur, sales executive, researcher, account manager, marketer, HR adviser, office manager and accountant.
Operations or Departmental Manager Apprenticeship Level 5

Typical entry requirements
Individual employers will set the selection criteria for their apprentices though most will be expected to hold 5 GCSEs at grade C/4 or higher.

Course content
This apprenticeship is designed for supervisors or managers currently employed with an organisation and looking to move to a more senior management role. It delivers a broad range of practical management knowledge and skills to give you the tools you need to develop further on your management journey.

It delivers a professional pathway for the future development with Chartered Manager or Foundation Chartered Manager status.

The Operational/ Departmental Manager apprenticeship is an exciting work-based route towards developing Operational/ Departmental Manager and includes work-based learning, which means that the apprentice is in paid employment for the duration of their apprenticeship and receives on the job training and support.

CMI membership can be offered alongside apprenticeships, giving unlimited access to the CMI community, support, mentoring and online learning resources.

Progression
You can progress on to a degree apprenticeship at Level 7.

Career pathways
Operations manager, department/ office manager.
You will look at management accounting, financial statements of limited companies and accounting systems and controls. You will also develop your understanding of business and personal taxation, ethical standards alongside regulation and compliance.

**Course content**
This apprenticeship is designed for individuals in the role of Professional Accounting/Taxation Technician. It is for people already employed in accountancy who will have responsibility for creating and/or verifying and reviewing accurate and timely financial information within the organisation in which they are employed or on behalf of another organisation.

On this apprenticeship, you will look at management accounting, financial statements of limited companies and accounting systems and controls. You will also develop your understanding of business and personal taxation, ethical standards alongside regulation and compliance.

**Progression**
Completion of the Professional Accounting/Tax Technician Apprenticeship may lead to the candidate receiving credits towards Chartered Accountancy/Taxation qualifications provided by the relevant professional bodies and may also result in credits being awarded towards relevant undergraduate degree programmes.

**Career pathways**
Accountant, tax accountant.
Association of Accounting Technicians (AAT) Diploma Level 4

Typical entry requirements
To be eligible for this course you will need to have achieved the Association of Accounting Technicians Level 3. Applicants who can demonstrate relevant experience will be considered on individual merit.

Course content
This qualification is the final year of the 3-year AAT course and is designed for those looking for a senior finance role. By completing this qualification, you will learn how to draft financial statements for limited companies, how to perform complex management accounting tasks and develop your own management skills.

On the course, you will study a range of units including management accounting for both budgeting and decisions and control.

You will learn further principles of financial statements for limited companies and accounting systems and control. Other areas of study include topics such as business and personal tax, external auditing, cash and treasury management and credit management.

Progression
You can progress onto other professional qualifications including ACCA, CIMA and CIPFA.

Upon completion of your AAT Level 4 course, you will be awarded with the AAT Level 4 Diploma in Accounting Certificate from the Association of Accounting Technicians (AAT). This makes you a professional member of AAT and you may use MAAT after your name to confirm you are officially a Chartered Accountant.

Career pathways
Senior accountancy roles.
Planning Campaigns
CIM Level 4

Typical entry requirements
A level 3 marketing qualification or 3 years’ experience working in a marketing environment, or currently working in a marketing team for over 12 months.

Course content
This marketing course is a single element module of the CIM professional certificate focusing on planning campaigns.

This CIM module gives you the knowledge and skills to plan and implement successful campaigns that deliver real results for an organisation.

You will learn the campaign planning process including how to analyse an organisation’s current position. You will also learn how to set campaign objectives, implement a campaign then measure and evaluate its success to aid continuous improvement in the fast-changing world of marketing.

The course comprises three units:
• Unit 1: Campaign Process looks at the process of planning a campaign and how to undertake an internal and external situational analysis
• Unit 2: Planning Campaigns in Action. Develop a successful campaign plan and understand how to implement a plan in practice
• Unit 3: Campaign Success. Understand the principles of monitoring a marketing campaign and how to undertake a post campaign evaluation

Progression
You can progress onto another CIM single element module or complete other CIM or marketing qualifications.

Career pathways
Marketer, digital marketer, social media marketer.
Typical entry requirements
A level 3 marketing qualification or 3 years’ experience working in a marketing environment, or currently working in a marketing team for over 12 months.

Course content
This marketing course is a single element module of the CIM professional certificate focusing on digital marketing techniques.

This CIM module focuses on the importance of the ever-evolving, dynamic digital landscape.

You will develop skills to improve digital marketing performance and explore the challenges and opportunities within the digital environment.

You will also use a range of tools to plan how to enhance an organisation’s effectiveness in the digital age.

The module comprises three units:
• Unit 1: Digital Techniques. Digital marketing tools and techniques and different applications of digital marketing
• Unit 2: Digital Enhancement. How to integrate digital and offline marketing and approaches to enhancing stakeholder engagement
• Unit 3: Digital Management. Develop a digital marketing plan and apply and adapt digital marketing analysis

Progression
You can progress onto another CIM single element module or complete other CIM or marketing qualification.

Career pathways
Marketer, digital marketer, social media marketer.
Typical entry requirements
One or more of the following is required to gain entry onto this qualification:
- CIM Level 3 Foundation Certificate in Marketing
- Any relevant Level 3 qualification NQF Level 3 and above
- Professional practice (suggested one year in a marketing role) and diagnostic assessment onto Level 4

Course content
This CIM qualification will build on your tactical skills over three units to enable you to advance your marketing career and perform professionally at an operational level within your marketing department.

The first unit is Applied Marketing, and is assessed by examination. This covers the role and function of marketing in some depth, as well as what influences the behaviour of your customers.

You will be able to apply and adapt a marketing mix to satisfy customer need. The second unit is Planning Campaigns and is assessed by assignment. This covers the many different ways of communicating with customers, both inside and outside the organisation.

The final unit is Digital Marketing Techniques and is assessed by assignment. This unit focuses on the importance of the ever-evolving, dynamic digital landscape. You will develop skills to improve digital marketing performance and explore the challenges and opportunities within the digital environment. You will also use a range of tools to plan how to enhance an organisation’s effectiveness in the digital age.

Progression
CIM Professional Marketing Diploma Level 6.

Career pathways
Marketer, digital marketer, social media marketer.
Typical entry requirements
One or more of the following is required to gain entry onto this qualification:
- CIM Level 4 Certificate in Professional Marketing
- Any relevant Level 4 qualification
- Foundation Degree in Business with Marketing
- Professional practice (suggested two years marketing in an operational role) and diagnostic assessment onto Level 6

Course content
This advanced CIM qualification will develop your strategic marketing skills to progress your marketing career and perform professionally at a management level. This course is suitable for team leaders, managers, heads of departments and directors. There are three units that make up this qualification. You can study any of them as stand-alone units and on achievement you will be awarded a Level 6 Award in Professional Marketing.

The first unit is marketing and digital strategy. This will enable you to take both a traditional and digital strategic approach to marketing planning, integrating digital strategy, models, frameworks and techniques throughout to achieve competitive advantage.

The second is Innovation in Marketing. You will learn how to take a visionary approach and embed innovation to help your organisation deal with the challenges of a fast-moving marketplace.

The final unit is Managing Brands. You will learn how to take a strategic approach to branding at a product/service level so that it is consistent with the corporate brand and impacts reputation positively. You will gain the skills to establish and position brand strategy, and also manage the brand so it continues to deliver the brand promise.

Progression
CIM Marketing Leadership Programme Level 7.

Career pathways
Marketer, digital marketer, social media marketer, marketing manager.
Principles of Leadership and Management Level 5 Diploma

Typical entry requirements
You are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This course is aimed at current managers who are wishing to expand their leadership and management skills for career progression.

The diploma gives you a fully comprehensive bank of the skills and knowledge required to be a manager as part of an organisation, as well as the ability to apply your learning in the context of another organisation or industry sector.

Key areas: Development of ability to inspire, motivate and lead strategically. Problem solving techniques, structure and management of projects and development of teams to aid strategic objective and achieve results. The course is designed to help managers and leaders develop their knowledge and skills in areas, for example – planning and managing projects, managing stakeholder relationships and managing performance.

This course is designed for practicing middle managers and those wishing to develop key management skills to secure a higher management position.

Assessment is normally via practical work-based assignments. This ensures you minimise time away from work and that you undertake work study which is relevant to your own organisation’s context.

Progression
On successful completion of a Level 5 Diploma in Principles of Management and Leadership, a number of progression opportunities become available:
- Enhance your professional status by upgrading your CMI membership
- Progress to other qualifications at the same level
- Progress to other qualifications at the next level
- Apply to become a Chartered Manager

Career pathways
Higher management roles, chartered manager.
Principles of Leadership and Management Level 5 Certificate

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This certificate is part of the Principles of Leadership and Management Level 5 Diploma. The full diploma gives you a fully comprehensive bank of the skills and knowledge required to be a manager as part of an organisation, as well as the ability to apply your learning in the context of another organisation or industry sector.

Key areas: leading and managing teams (remote or multi-disciplinary). Evaluating current and future team capabilities, including role of recruitment, selection and staff development, approaches to motivating, supporting and inspiring teams.

This professional qualification will greatly enhance your CV. This course structure allows you to complete bite-sized management qualifications. You should already be working towards or in a management role.

Assessment is normally via practical work-based assignments. This ensures you minimise time away from work and that you undertake work study which is relevant to your own organisation’s context.

You will need to have access to a PC with internet connection to access online resources and complete assignments.

Progression
On successful completion of a Level 5 Diploma in Principles of Management and Leadership, a number of progression opportunities become available:

- Enhance your professional status by upgrading your CMI membership
- Progress to other qualifications at the same level
- Progress to other qualifications at the next level
- Apply to become a Chartered Manager

Career pathways
Higher management roles, chartered manager.
Principles of Leadership and Management Level 5 Award

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This course is aimed at current managers who are wishing to expand their leadership and management skills for career progression.

This award is a unit of the Principles of Leadership and Management Diploma. The diploma gives you a fully comprehensive bank of the skills and knowledge required to be a manager as part of an organisation, as well as the ability to apply your learning in the context of another organisation or industry sector.

Key areas: Exploration of leadership styles, study of theoretical models of management and approaches designed to promote a culture of mutual trust, respect and support.

The awards structure allows you to complete bite-sized management qualifications. You should already be working towards or in a management role.

Assessment is normally via practical work-based assignments. This ensures you minimise time away from work and that you undertake work study which is relevant to your own organisation’s context.

You will need to have access to a PC with internet connection to access online resources and complete assignments.

Progression
On successful completion of a Level 5 Diploma in Principles of Management and Leadership, a number of progression opportunities become available:

• Enhance your professional status by upgrading your CMI membership
• Progress to other qualifications at the same level
• Progress to other qualifications at the next level
• Apply to become a Chartered Manager

Career pathways
Higher management roles, chartered manager.
Coaching and Mentoring Diploma
Level 5

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This diploma is ideal if you are a manager with significant responsibility for coaching and mentoring as part of your everyday role.

You will discover the attractive characteristics of a coach and mentor and learn how to provide effective feedback while maintaining the trust. Importantly you will study how to complete the coaching and mentoring cycle and complete the necessary evaluation of the activity.

On this course you will study the purpose of coaching and mentoring and how they differ from each other. You will learn how to better coach employees to meet desired results and understand how to use the SMART technique to set appropriate goals. During further study you will examine the benefits of fostering good working relationships, and explore the various obstacles that could stop the development and growth of an employee.

This course is taught online with support from a tutor. You will need to have access to a PC with internet connection to access online resources and complete assignments.

Progression
Your qualification can support you in a variety of roles including management.

Career pathways
Coaching and mentoring management roles.
Coaching and Mentoring Certificate Level 5

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This certificate is ideal if you are a manager with significant responsibility for coaching and mentoring as part of your everyday role. This certificate is made up of units from the Level 5 Diploma in Coaching and Mentoring.

You will discover the attractive characteristics of a coach and mentor and learn how to provide effective feedback while maintaining the trust. Importantly you will study how to complete the coaching and mentoring cycle and complete the necessary evaluation of the activity.

On this course you will study the purpose of coaching and mentoring and how they differ from each other. You will learn how to better coach employees to meet desired results and understand how to use the SMART technique to set appropriate goals. During further study you will examine the benefits of fostering good working relationships, and explore the various obstacles that could stop the development and growth of an employee.

This course is taught online with support from a tutor. You will need to have access to a PC with internet connection to access online resources and complete assignments.

Progression
Your qualification can support you in a variety of roles including management.

Career pathways
Coaching and mentoring management roles.
Coaching and Mentoring Award
Level 5

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This award is ideal if you are a manager with significant responsibility for coaching and mentoring as part of your everyday role. This award is made up of units from the Level 5 Diploma in Coaching and Mentoring.

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This course is taught online with support from a tutor. You will need to have access to a PC with internet connection to access online resources and complete assignments.

Progression
Your qualification can support you in a variety of roles including management.

Career pathways
Coaching and mentoring management roles.
"Kirklees College is a small, friendly environment to learn in and the tutors are very supportive. The college is also local and convenient to the local area.

Whilst in college, I developed confidence that I had never had in myself before. I received support with completing my assignments to a higher level which enabled me to improve my grades and develop my knowledge further. The tutors allowed me to become an independent learner and made me more confident in my own abilities.

The college has brilliant facilities. The online library and other resources are also very useful.

When I completed my course at Kirklees College, I progressed to the Early Years Teacher Status at Huddersfield University. I am now a deputy manager in a pre-school and I am looking forward to taking the next step in my career, which is to become a tutor for other students. The college inspired me to continue my journey in education and now I would like to be a part of developing the Early Years workforce further."
Early Childhood Education and Care
HNC Level 4

**Typical entry requirements**
A BTEC Level 3 qualification in a related subject at MMP and GCSE English and maths at Grade 4 (C) or qualifications that equal 64 UCAS points will be considered with relevant work experience.

Mature students with relevant industry experience will be considered on their individual merit.

**Course content**
This course provides a thorough grounding in early education and care principles, knowledge and behaviours at level 4 that lead the student to a range of specialist progression pathways at level 5, relating to individual occupations within the early education and care sector.

You will learn the essential professional practice skills required to develop as an early childhood practitioner which can be applied a range of roles and responsibilities in the sector.

You will spend significant time undertaking independent study and throughout the course, considerable emphasis is placed on self-evaluation and self-reflection. A work placement in at least two different settings is required.

On this course a range of teaching and learning methods are used including one-to-one tutorials, workshop-based practice, seminars and lectures, workshops, virtual learning and guest speakers.

**Core units:**
- Professional development through reflective practice
- Protecting children in education and care environments
- Play and learning in early childhood
- Supporting and promoting children’s development (babies and toddlers)
- Supporting and promoting children’s development (young children)
- Promote healthy living
- Preparing for research
- Promoting inclusive early education and care environments

**Progression**
HND Level 5 Diploma, enter employment, continuing existing employment, complete a higher apprenticeship programme, link with the appropriate professional body, progress to university.

**Career pathways**
Early years worker, nursery manager, play worker, special educational needs professional, teaching assistant and childminder.
Typical entry requirements
A HNC level 4 or equivalent subject related qualification. English and maths at grade 4 (C) or above.

Course content
This course provides a thorough grounding in early education and care principles, relating to individual occupations within the early years, education and care sector. You will learn the essential professional practice skills required to develop as an early childhood practitioner which can be applied a range of roles and responsibilities in the sector.

On this course a range of teaching and learning methods are used including one-to-one tutorials, workshop-based practice, seminars and lectures, workshops, virtual learning and guest speakers. You will spend a significant amount of time undertaking independent study and throughout the course, considerable emphasis is placed on self-evaluation and self-reflection. A work placement in at least two different settings is required.

You will be taught by an experienced and well qualified teaching team whose expertise and knowledge are closely matched to the content of units on the course. The team includes academics and industry professionals.

Core units:
• Investigating childhood action research for early childhood practitioners
• Improving quality in early childhood education and care environments
• Current and emerging pedagogies in early childhood education and care
• Outdoor play and learning
• Comparative education systems: International perspectives
• Innovative approaches to children’s play and learning in practice

Progression
Further study, enter employment, continue in existing employment, complete a higher apprenticeship programme, link with the appropriate professional body, progress to university.

Career pathways
Early years worker, nursery manager, play worker, special educational needs professional, teaching assistant and childminder.
Leadership in Children and Young People’s Settings Level 5

Typical entry requirements
Applicants are required to have GCSE English and maths at Grade C/4 or above and ideally a Level 3 qualification in Management and Leadership.

Course content
This qualification will allow you to work as a deputy or in a management role in settings with young people. You will complete a range of mandatory units and a selection of optional units according to your role and responsibilities are required to be achieved in this qualification.

The qualification also includes a research unit relevant to your area of practice in adult social care.

This course is taught online with support from a tutor. You will need to have access to a PC with internet connection to access online resources and complete assignments.

You are also required to complete a work place observation assessment in your workplace.

You are required to be working in a deputy or management role in a children or young people’s setting. Study at home at a time to suit you using Onefile online portfolio platform.

Progression
Some universities accept the qualification for degree studies.

Career pathways
Senior management in an educational setting.
“The location of Pioneer Higher Skills Centre is great as it is local to where I live. This has enabled me to balance my studies with my family commitments, as I am able to spend time with my daughter.

The facilities for higher education students are fantastic. The best part is the Starbucks coffee shop and the coffee vending machines to help us relax on our break time. The Pioneer Higher Skills Centre also has new interactive screens which make it easier to see the learning material.

The tutors are supportive and give me continuous feedback to improve my work.

I have also been able to borrow IT equipment when needed and had free access to other resources to support my learning, such as Dreamweaver for our web design lessons.

The course has helped me to become more confident. I have learnt new skills and developed my knowledge as I had limited understanding about the IT field when I started. Since starting at college, I have also managed to secure a promotion at my work.

When I finish college, I hope to either study Computing at HND level part-time, get a higher apprenticeship or a related job.”
Computing HNC
Level 4

Typical entry requirements
BTEC Extended Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above.

Course content
The course enables you to further your studies and start to develop a career in computing or information technology.

We live in a digital age and computing plays a vital role in technological advancements that have become part of business processes and everyday life. This means there are exciting opportunities for qualified computing professionals.

This course will provide you with the fundamental knowledge and problem-solving skills required in this fast-moving sector.

This course is delivered by experienced lecturing staff many of whom have industry experience in IT areas such as software engineering, programming, project management, security and technical support. Our dedicated team of specialist tutors will also provide high level support together and expert teaching supported by guest lecturers from the industry.

Core units:
• Programming
• Networking
• Professional Practice
• Database Design and Development
• Security
• Managing a Successful Computing Project
• Computer Systems Architecture

Optional units:
• Computer Systems Architecture
• Website Design and Development

It provides a broad introduction to the field of computing via a mandatory core of learning, as well as the opportunity to acquire skills and experience within software development, technical support, project management and soft skills.

This course takes place at the recently opened £14m Pioneer Higher Skills Centre, which houses the latest high-spec equipment and software available. Our facilities include computer suites, CISCO room, IT build room and hi-tech classrooms.

Progression
Progression on to HND study or into industry within the fields of Technical Support, Software Development, Developing and Maintaining Networks and Security.

Career pathways
Technical support, networks specialist, IT manager, systems engineer, software developer.
Computing HND
Level 5

Typical entry requirements
HNC Computing or other level 4 qualification with relevant subject knowledge.

Course content
This advanced course offers a broad outline to computing whilst allowing for the acquisition of skills and experience across a range of occupational sectors. This builds underpinning core skills, preparing you for subject specialisation at a higher level or entry into industry.

The qualification, whilst building on knowledge gained on the HNC, offers a wide range of sector knowledge tied to practical skills, gained in research, self and directed study.

This course is delivered by experienced lecturing staff, many of whom have industry experience in specialist areas such as software engineering, programming, project management, security and technical support.

Core units:
- Business intelligence
- Research Project (double unit)

Optional units:
- Database Management Systems
- Network Security
- Forensics
- Network Management
- Cloud Computing

This course is designed to develop your knowledge and skills in computing and information technology disciplines which are crucial to organisations in this progressive sector. The course also provides you with key transferable skills which employers are looking for.

This course takes place at the recently opened £14m Pioneer Higher Skills Centre, which houses the latest high-spec equipment and software available. Our facilities include computer suites, CISCO room, IT build room and hi-tech classrooms.

Progression
Progression can be onto level 6 study to achieve a full degree, or into an industry within the fields of Technical Support, Software Development, Developing and Maintaining Networks and Security.

Career pathways
Technical support, networks specialist, IT manager, systems engineer, software developer.
Cyber Security Technologist Apprenticeship Level 4

Typical entry requirements
Companies will set their own individual entry requirements. However, as this is a level 4 apprenticeship, students will be expected to have appropriate level 3 qualifications, either a BTEC Extended Diploma, A Levels or a level 3 apprenticeship. Ideally the suitable candidate will hold GCSE English and maths grade 4/C or above.

Course content
This apprenticeship in cyber security involves working on the front line of responding to information security cyber threats.

As an apprentice, you need to be employed for a minimum of 30 hours per week. The primary role of a Cyber Security Technologist is to apply an understanding of cyber threats, hazards, risks, controls, measures and mitigations to protect an organisation’s systems and people. On this apprenticeship, you will develop an understanding of cyber security theory and standards, as well as looking at the legislation around cyber security.

You will identify and follow organisational policies and standards for information and cyber security. You will investigate different views of the future (using more than one external source) and trends in a relevant technology area and describe the implications of this for your organisation with supporting reasoning.

Using logic and creativity, you will keep one step ahead of hackers and cyber criminals. You will research and investigate common attack techniques and recommend how to prevent them, as well as undertake a security risk assessment of a simple system. As you progress through your apprenticeship, you will learn how to configure technology components and devices for layered security.

Throughout your apprenticeship, you will develop an understanding of why cyber security matters in both a business setting and society. You will learn how cyber security concepts are applied to an ICT infrastructure, including the fundamental building blocks and typical architectures required and be able to identify some common vulnerabilities in networks and systems.

Progression
Level 5 apprenticeship in the fields of networks and cybersecurity, university degrees in related IT field or employment.

Career pathways
Cyber operations manager, security architect, security analyst, risk analyst, cyber security specialist, information security analyst, governance and compliance analyst, information security assurance and threat analyst.
Software Developer Apprenticeship
Level 4

Typical entry requirements
Companies will set their own individual entry requirements. However, as this is a level 4 apprenticeship, students will be expected to have appropriate level 3 qualification.

Course content
This apprenticeship involves working on high-quality code across front-end, logic and database layers. You will also work on projects with larger teams to develop systems to meet customer specifications and requirements. This apprenticeship will enable you to develop your design and development skills whilst learning the methodologies used by your employer.

You will follow your employers organisational standards and implement their logic through programming quality code with sound syntax for at least one programming language.

You will work on user interfaces as well as background testing whilst applying recognised design and development methodologies.

You will maintain up-to-date programming principles that are key to developing skills through this apprenticeship.

Whilst using software development methodologies, apprentices must also understand the wider rudimentary skills of project management, understand how team working is applied to design and development of software, maintain standards for all documentation to support any developed software.

Throughout your apprenticeship, you will gain skills and knowledge from specific vendor qualifications to enhance your skills and development working in a project team, as well as working on your own initiative. Key elements of the training will also focus on testing and ensuring algorithms are robust.

Progression
Level 5 apprenticeship in the fields of networks and cybersecurity, university degrees in related IT field or employment.

Career pathways
Software developer, systems designer, systems developer and web designer.
Construction
What content will you study?
The programme has been developed so that you will have a distinctive focus on entry into work following a curriculum that embeds employability, has a strong commitment to ethics and diversity and introduces you to research.

What are the benefits of studying the course?
This course is for those who would like to take up a career within the construction industry in middle management roles and/or want to use this as a stepping stone to undertake degree level programmes. There is currently a wide skills gap for higher skilled roles within the construction industry so this is the ideal course for anyone interested in this career pathway.

What can you do after the course?
Students will be able to progress to the HND in Construction and Project Management or a BSc in a construction-related discipline, such as civil engineering or seek employment in the industry in roles such as a construction supervisor, architect or quantity surveyor.

How are you assessed on the course?
You will be required to produce a portfolio of evidence containing written assignments, examinations, presentations and project work. A project will be set and overseen by in-house tutors in conjunction with an external body (Contractor or Consultant). Your work is internally assessed and externally moderated.

Why choose Kirklees College?
Kirklees College welcomes all students who want to learn. The college has a common set of key values that are at the heart of everything we do. The values define who we are and how we behave and interact with each other, making Kirklees College a vibrant, inclusive, educational experience.
Construction and the Built Environment
HNC Level 4

**Typical entry requirements**
BTEC Extended Diploma at MPP and GCSE English and maths grade 4 (C) or above or level 3 Advanced Apprenticeship or one A level in a relevant subject (e.g. maths, science). At least two years relevant experience preferably within the construction sector. UCAS points required: 64.

**Course content**
This course will give you the industry recognised qualification for trainees and practising building professionals in quantity surveying, building surveying, estimating, project planning, design and site management.

The purpose is to develop you as a professional, self-reflecting individual able to meet the demands of employers in the construction and the built environment sector and adapt to a constantly changing world. To achieve this you will be engaged in a dynamic, interactive and reflective learning experience.

Core units:
- Individual project
- Construction technology
- Construction practice and management
- Science and materials
- Legal and statutory responsibilities in construction
- Construction information
- Building information modelling
- Site supervision and operations

You will be required to produce a portfolio of evidence containing written assignments, examinations, presentations and project work.

**Progression**
HND in construction and project management or a BSC in a construction related discipline, such as civil engineering or seek employment in the industry.

**Career pathways**
Construction supervisor, architect, project manager, quantity surveyor, planner, civil engineer.

For more information visit www.kirkleescollege.ac.uk
Counselling

For more information visit www.kirkleescollege.ac.uk
“I am working full-time and attend college one day per week. I really wanted to have a rewarding career and do something of value to myself and others.

I’ve progressed from level 2 to level 4. It’s a very interesting and engaging course with varied teaching content. The tutors are very supportive and make things easy to understand by explaining things really well.

To qualify you need to complete work experience. I’m volunteering at two organisations so I can meet the required number of hours.

It’s great to learn in a real-life context and I find helping other people a very rewarding experience.

When I first started I was nervous but your confidence soon grows. You are very much treated like an adult.

I’d recommend this course as it’s exciting and rewarding. My end goal is to become a person-centred counsellor.”
Typical entry requirements
You must hold a level 3 Counselling Skills qualification or equivalent, achieved within the last five years. You will also need to complete and submit a pre-interview task along with your application form, two relevant references (one academic and one linked to counselling practice).

Course content
This course is for people wishing to train to become professional counsellors. The course is accredited to the awarding body ABC and gives learners an opportunity to build on their knowledge, skills and understanding of person-centred theory gained at level 3 and integrate into counselling practice.

It is a practitioner course combining academic and practice-based knowledge in order to prepare learners to work as qualified counsellors.

The course works in line with BACP professional requirements and standards.

Core units:
- Professional and organisational issues for counsellors
- Counselling in a diverse society
- Counselling theory
- Advanced counselling skills
- Self-awareness for counsellors
- Counselling specialisms
- Counselling placement
- Research specialisms

A counselling placement is required to undertake 1-1 client work of 100 hours. This placement requires regular counselling supervision, a minimum of 1.5 hours per month to meet the course requirements. In addition to the course, there is a requirement for each student to undergo personal therapy of a minimum of 6 hours.

A mandatory requirement to attend a two-night residential for each year of the course.

Progression
On successful completion of the course learners will be able to work towards individual accreditation with BACP. Level 5 and degree level qualification.

Career pathways
Counsellor, bereavement specialist, therapist, group counsellor, family counsellor, addiction specialist, youth counsellor, hospice/hospital counsellor.
Creative Industries

For more information visit www.kirkleescollege.ac.uk
What content will you study?
We offer practice-based courses in photography, graphic design, 3D design, fashion and art and design, which will open a world of possibility into these industry sectors, whilst giving you the opportunity to turn your creative passion into an industry recognised qualification and transfer your creativity into a career.

What are the benefits of studying the courses?
You will be able to learn in our brand-new studio spaces and take advantage of state-of-the-art software, materials and equipment to help you develop your craft. Our industry experienced teaching team will also be able to offer fantastic insights into working in the creative sector.

What can you do after the courses?
It’s a great opportunity to study at your pace and complete a HE qualification after one year. We have smaller group sizes which allows for more contact with tutors and technical staff.

How are you assessed on the courses?
All students can progress from level 4 to level 5 on the successful completion of their course. Alternatively they can leave to pursue a career in industry after they complete their studies.

Why choose Kirklees College?
We have an outstanding reputation for delivering high quality, industry-led qualifications, fantastic facilities and a great range of courses.
Art, Design and Media Practice
Foundation Diploma
Level 3/4

Typical entry requirements
You should have a minimum of one A Level or equivalent, plus three GCSE passes at grade 4 (C), including English and maths, plus a portfolio of your art work.

Course content
This foundation diploma is an exciting course that prepares you for degree level study in the creative arts.

This is a year-long course that will help you improve your skills and knowledge across a wide range of art and design subjects, preparing you for your chosen degree or helping you decide which course to study.

You will build a strong portfolio of work before you start your degree, so you can hit the ground running and realise your full potential.

On this course you will study at range of disciplines with teaching modules covering six areas of learning.

The qualification is delivered through two main phases: an initial exploratory phase, and a final confirmatory phase. These will be delivered via a range of lectures, seminars and practical workshop sessions in disciplines such as drawing and painting, photography, 3D, fashion and textiles, digital arts and video. There are no exams and final projects will be presented at the end of year exhibition.

Core units:
- Investigation
- Experimentation
- Evaluation and review
- Realisation
- Communication
- Self-directed practice

Progression
Undergraduate courses in Art and Design, HNC Art Practice, HNC Fashion, HNC Photography, HNC Graphic Design, HNC 3D Design.

Career pathways
- Graphic designer, artist, photographer, illustrator, digital designer, interior designer, camera operator.
3D Design HNC
Level 4

Typical entry requirements
BTEC Extended Diploma or Foundation Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above, plus a portfolio of your art work.

Course content
This course provides you with a specialist knowledge and practical experience of the contemporary craft sector.

The programme gives you practical experience of the traditional and contemporary techniques required to be a practitioner in today’s art and design market.

Providing you with a higher level of contextual awareness of ceramic and contemporary applied arts, you will learn a wide range of practical in-demand skills in ceramic and craft discipline such as construction techniques / throwing / glazing / screen printing.

As the course develops, you will develop a portfolio of work which will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

There is a strong emphasis on the development of both individual creative practice and an understanding of professional and commercially-focused skills as you develop you understanding of contemporary craft industry.

You will have your own dedicated studio space to freely express ideas and concepts and undertake on the spot critical reviews of ideas, works and assessment. The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

Core units:
• Professional development
• Contextual studies
• Individual project
• Techniques and processes
• Ceramic practices
• Material practices
• Study Skills

Progression
Following the 3D Design HNC you can progress onto the HND course or into industry.

Career pathways
Product designer, artist, design manager
**3D Design HND**  
**Level 5**

**Typical entry requirements**  
A HNC level 4 or equivalent subject related qualification and GCSE English and maths at grade 4/C or above.

**Course content**  
This course provides you with a specialist knowledge and practical experience of the contemporary craft sector.

The programme gives you practical experience of the traditional and contemporary techniques required to be a practitioner in today’s art and design market.

Providing you with a higher level of contextual awareness of ceramic and contemporary applied arts, you will learn a wide range of practical in-demand skills in ceramic and craft discipline such as construction techniques / throwing / glazing / screen printing.

As the course develops, you will develop a portfolio of work which will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

There is a strong emphasis on the development of both individual creative practice and an understanding of professional and commercially-focused skills as you develop you understanding of contemporary craft industry.

You will have your own dedicated studio space to freely express ideas and concepts and undertake on the spot critical reviews of ideas, works and assessment. The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

**Core units:**
- Professional development
- Contextual studies
- Individual project
- Techniques and processes
- Ceramic practices
- Material practices
- Study Skills

**Progression**  
Degree level study in a related subject or employment.

**Career pathways**  
Product designer, artist, design manager

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**Level: 5**  
**Centre:** Pioneer Higher Skills Centre  
**Duration:**  
1 year, Full-time  
2 years, Part-time

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For more information visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk)
Art and Design (Art Practice) HNC Level 4

Typical entry requirements
BTEC Extended Diploma or Foundation Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above, plus a portfolio of your art work.

Course content
This course provides you with a specialist vocational grounding in fine art and design practice. There is a strong emphasis on the development of both individual creative practice and an understanding of professional and employment-focused skills.

The programme gives you a higher level of contextual awareness of art and design practices. You will learn a wide range of practical in-demand vocational skills in art and design such as studio photography skills including advanced lighting techniques, digital workflow management, colour control, all using state-of-the-art software and hardware.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

You will have your own dedicated studio space to freely express ideas and concepts and undertake on the spot critical reviews of ideas, works and assessment. The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

Core units:
• Professional development
• Contextual studies
• Individual project
• Techniques and processes
• Media practices
• Material practices
• Study Skills

You will be assessed by a mixture of your art portfolio, work created to a brief, written assignments, presentations and some online exams.

Progression
Art and Design (Art Practice) HND Level 5

Career pathways
Graphic designer, artist, photographer, illustrator, textile designer, interior designer, fine artist, print maker and ceramic designer
Art and Design (Art Practice) HND Level 5

Typical entry requirements
A HNC level 4 or equivalent subject related qualification and GCSE English and maths at grade 4/C or above.

Course content
This course provides you with a specialist vocational grounding in fine art and design practice. There is a strong emphasis on the development of both individual creative practice and an understanding of professional and employment-focused skills.

The programme gives you a higher level of contextual awareness of art and design practices. You will learn a wide range of practical in-demand vocational skills in art and design such as studio photography skills including advanced lighting techniques, digital workflow management, colour control, all using state-of-the-art software and hardware.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

You will have your own dedicated studio space to freely express ideas and concepts and undertake on the spot critical reviews of ideas, works and assessment.

The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

Core units:
- Professional development
- Contextual studies
- Individual project
- Techniques and processes
- Media practices
- Material practices
- Study Skills

Progression
Degree level study in a related subject.

Career pathways
Graphic designer, artist, photographer, illustrator, textile designer, interior designer, fine artist, print maker and ceramic designer

Level: 5
Centre: Pioneer Higher Skills Centre
Duration:
1 year, Full-time
2 years, Part-time

For more information visit www.kirkleescollege.ac.uk
Fashion HNC
Level 4

Typical entry requirements
BTEC Extended Diploma or Foundation Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above, plus a portfolio of your art work.

Course content
This course enables you to explore and experiment with different aspects of fashion and textiles taking part in a series of creative briefs, developing your ideas through research, drawing and fabric manipulation. You will learn textiles processes, manufacturing techniques, pattern drafting, the technical aspects of fashion promotion and illustration, as well as using digital software.

The practical nature of the programme encourages individuality and creativity. It allows you to explore and experiment with a broad range of materials, techniques and processes, in a safe and well-equipped environment which includes industrial and domestic sewing machines, digital fabric printing and digital embroidery machine and Mac studio equipped with latest CAD software.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals. You will also have opportunities to take part in live projects and competitions, go on regular visits and trips to museums, galleries and exhibitions as well as fashion events and trade exhibitions.

Core units:
• Professional development
• Contextual studies
• Individual project
• Techniques and processes
• Media practices
• Material practices
• Study Skills

Progression
Fashion HND Level 5

Career pathways
Fashion designer, pattern maker, tailor, fashion buyer, textile designer, stylist
Fashion HND
Level 5

Typical entry requirements
A HNC level 4 or equivalent subject related qualification and GCSE English and maths at grade 4/C or above.

Course content
This course enables you to explore and experiment with different aspects of fashion and textiles taking part in a series of creative briefs, developing your ideas through research, drawing and fabric manipulation.

You will learn textiles processes, manufacturing techniques, pattern drafting, the technical aspects of fashion promotion and illustration, as well as using digital software. The practical nature of the programme encourages individuality and creativity.

It allows you to explore and experiment with a broad range of materials, techniques and processes, in a safe and well-equipped environment which includes industrial and domestic sewing machines, digital fabric printing, digital embroidery machine and Mac studio equipped with latest CAD software.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

You will also have opportunities to take part in live projects and competitions, go on regular visits and trips to museums, galleries and exhibitions as well as fashion events and trade exhibitions.

Core units:
- Professional development
- Contextual studies
- Individual project
- Techniques and processes
- Media practices
- Material practices
- Study Skills

Progression
Degree or progression into employment.

Career pathways
Fashion designer, pattern waker, tailor, fashion buyer, textile designer, stylist.
Graphic Design HNC
Level 4

Typical entry requirements
BTEC Extended Diploma or Foundation Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above, plus a portfolio of your art work.

Course content
This course offers a broad introduction to different creative experiences, linked to graphics.

The course enables you to investigate new skills, whilst exploring ways of working collaboratively and independently. This approach allows a thorough understanding of how graphics is applied to creativity and critically, employability.

Students will have the opportunity to develop via a mandatory core of learning outcomes.

A wide range of sector knowledge is gained through study, connected to practical skills obtained via research, self-directed study, directed study and workplace scenarios. The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

Optional units allow the acquisition of a variety of cross sectional skills and experiences across the graphics sector at level 4. This effectively builds and underpins core skills whilst preparing students for a directed study approach at level 5.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

Progression
Graphic Design HND Level 5

Career pathways
Graphic designer, MAC artist, digital designer, web designer, art director and image retoucher.
Graphic Design HND
Level 5

Typical entry requirements
A HNC level 4 or equivalent subject related qualification and GCSE English and maths at grade 4/C or above.

Course content
This course offers a broad introduction to different creative experiences, linked to graphics.

It course enables you to investigate new skills, whilst exploring ways of working collaboratively and independently. This approach allows a thorough understanding of how graphics is applied to creativity and critically, employability. Students will have the opportunity to develop via a mandatory core of learning outcomes.

A wide range of sector knowledge is gained through study, connected to practical skills obtained via research, self-directed study, directed study and workplace scenarios.

The course also comprises of practical workshops and demonstrations, lectures, guest lecturers, competitions, national and international visits and gallery visits.

Optional units allow the acquisition of a variety of cross sectional skills and experiences across the graphics sector.

It will culminate in an end of year exhibition giving you the opportunity to showcase your work in a professional setting to members of the public and industry professionals.

Progression
Degree level study in a related subject.

Career pathways
Graphic designer, mac artist, digital designer, web designer, art director and image retoucher.
Photography HNC
Level 4

Typical entry requirements
BTEC Extended Diploma or Foundation Diploma at MPP or 64 UCAS points and GCSE English and maths grade 4 (C) or above, plus a portfolio of your art work.

Course content
This specialist course offers those with an interest in photographic media the opportunity to develop new and existing knowledge, skills and experience.

This course provides an introduction to a wide range of photographic genres and professional career opportunities.

Core units:
- Different genres of photography
- Studio and location photography
- Camera craft
- Concept development
- Image editing
- Post production work

The programme enables you to explore and engage with different avenues, techniques and processes and develop an understanding of where your area of interest lies. There is a focus on a real world, industry-led curriculum designed to help individual students reach their potential.

Progression
Photography HND Level 5

Career pathways
Studio photographer, freelance photographer, photo journalist, photography assistant and camera operator.
Photography HND
Level 5

Typical entry requirements
A HNC level 4 or equivalent subject related qualification and GCSE English and maths at grade 4/C or above.

Course content
This specialist programme of study provides the opportunity to develop existing knowledge, skills and experience in photography.

This course provides an introduction into a wide range of photographic genres and professional career opportunities.

Core units:
• Different genres of photography
• Studio and location photography
• Camera craft
• Concept development
• Image editing
• Post production work

The programme enables you to explore and engage with different avenues, techniques and processes and develop an understanding of where your area of interest lies. There is a focus on a real world, industry led curriculum designed to help individual students reach their potential.

Progression
Degree level study in a related subject or into employment.

Career pathways
Studio photographer, freelance photographer, photo journalist, photography assistant and camera operator
Creative Industries Practitioner Level 4

Typical entry requirements
MPP in a related extended diploma, or 64 UCAS points from A Levels, or an Access Level 3 qualification in a related subject. Students will also require GCSE English and maths at Grade 4/C or above and provide a portfolio of work.

Course content
This exciting new course gives creative individuals from all disciplines the opportunity to develop subject knowledge and a portfolio of industry skills.

This course is aimed at people looking to progress to a higher level of education and unify elements of work within the modern creative industries.

This qualification has been designed to encourage the development of skills and self-reflection needed to navigate a unique and varied route through a complex landscape of careers.

The flexible modules and assessments can be shaped to suit your individual practice and prepare you for working in creative industries or progressing onto further training or education.

This is a practical qualification and issues relating to health and safety are encountered in many modules as well as being addressed through the health and safety criteria link to assessment.

Cultural awareness is linked with success in many aspects of the Creative Industries qualifications. The qualification gives you the opportunity to explore notions of community and society and their impact on individuals or groups and understand your rights and responsibilities. You will also gain an insight into legal and democratic institutions and processes, roles of other bodies, economic development and environmental skills. This qualification provides a fantastic opportunity to enhance your skills, develop new ones and form a career plan which will inspire you to succeed within Creative Industries.

Progression
Level 5 creative industries practitioner, HNC, HND or degree.

Career pathways
Creative performer, practitioner, creative entrepreneur, sound technician, theatre technician, artist, designer, graphic designer, fashion designer, ceramicist
Kiara  HNC Mechanical Engineering

“I have studied all three levels of this qualification at Kirklees College as part of my apprenticeship. The support from my tutors is amazing and they will help you with your work and any difficulties you may face.

The college has great Engineering facilities including well-equipped workshops with enough materials for the whole class to use.

I have received amazing support throughout my time at college. The tutors know the course content very well and take the time to explain everything in more detail if you need the extra support.

I would recommend the HNC programmes at Kirklees College as the tutors and course leaders are able to provide you with the knowledge and support to help you succeed in the industry.

Once I finish my course, I will be a qualified Science Industry Maintenance Technician.”
Electrical and Electronic Engineering HNC Level 4 (Part Time)

Typical entry requirements
BTEC Extended Diploma in an engineering subject at MPP with maths or 64 UCAS points including GCSE English, maths and science grade 4 (C) or above.

Course content
This part-time course is ideal for anybody looking to study electrical and electronic engineering at a higher level.

It is suitable for careers which include varied technical work, such as electrical or communication design, manufacture, maintenance or technical services in the engineering industry.

Our industry experienced tutors use a mix of both practical activities and small group lectures to develop transferable skills towards employment within the electrical and electronic industries.

An HNC in an engineering discipline is considered to be one of the benchmark qualifications in the industry.

Study at our specialist Engineering Centre which includes maintenance and fabrication workshops, CNC and mechanical workshops, demonstration areas and classrooms.

Core units:
• Engineering design
• Engineering maths
• Engineering science
• Managing a professional engineering project
• Programmable logic controllers
• Electrical fault finding
• Electrical principles
• Electronic circuits and devices

You will be assessed by a mixture of practical skills based tests, workplace projects, assignments and online exams.

Progression
Electrical and Electronic Engineering HND

Career pathways
Mechanical engineer, civil engineer, analyst, electrical engineer, maintenance engineer, technical officer.
Mechanical Engineering HNC
Level 4

Typical entry requirements
BTEC Extended Diploma in an engineering subject at MPP or 64 UCAS points including GCSE English, maths and a science at grade 4 (C) or above.

Course content
Considered to be one of the benchmark qualifications in the industry, this course is ideal for anybody looking to study mechanical engineering at a higher level.

It is suitable for careers which include varied technical work, such as mechanical design, manufacture, maintenance or technical services in the engineering industry.

Our industry experienced tutors use a mix of both practical activities and small group lectures to develop transferable skills towards employment within the mechanical engineering industry.

Core units:
- Engineering design
- Engineering maths
- Engineering science
- Managing a professional engineering project (Pearson set)
- Material properties and processing
- Mechanical principles
- Fundamental thermodynamics
- Engineering management
- Computer aided design (CAD) and manufacture (CAM)

Study at our specialist Engineering Centre which includes maintenance and fabrication workshops, CNC and mechanical workshops, demonstration areas and classrooms.

The skills offered as part of the HNC can provide graduates with the opportunity to work in many different areas of the engineering sector.

Progression
Mechanical Engineering HND Level 5

Career pathways
Mechanical engineer, civil engineer, analyst, electrical engineer, maintenance engineer, technical officer.
Electrical Engineering HND Level 5 (Part Time)

**Typical entry requirements**
HNC in Mechanical Engineering at MPP with a merit grade or 64 UCAS points including maths and a science, and GCSE English and maths grade 4 (C) or above.

**Course content**
Considered to be one of the benchmark qualifications in the industry, this advanced course is ideal for anybody looking to study electrical engineering at a higher level. It is suitable for careers which include varied technical work, such as electrical or communication design, manufacture, maintenance or technical services in the engineering industry.

The programme is designed to support career progression for anyone working in engineering or for individuals who would like to develop their knowledge and skills and pursue a career in this field.

Our industry experienced tutors use a mix of both practical activities and small group lectures to develop transferable skills towards employment within the electrical and electronic engineering industries.

**Core units**
- Research project
- Professional engineering management
- Further maths
- Industrial power, electronics and storage
- Industrial systems
- Two additional units

Study at our specialist Engineering Centre which includes maintenance and fabrication workshops, CNC and mechanical workshops, demonstration areas and classrooms.

**Progression**
Further study or employment in areas such as electrical or communication design, manufacture, maintenance or technical services in the engineering industry.

**Career pathways**
Electrical engineer, maintenance engineer or technical services engineer.
Mechanical Engineering HND
Level 5 (Part Time)

Typical entry requirements
HNC in Mechanical Engineering at MPP with a merit grade or 64 UCAS points including maths and a science, and GCSE English and maths grade 4 (C) or above.

Course content
Considered to be one of the benchmark qualifications in the industry, this advanced course is ideal for anybody looking to study mechanical engineering at a higher level. It is suitable for careers which include varied technical work, such as mechanical engineering design, manufacture, maintenance or technical services in the engineering industry.

The programme is designed to support career progression for anyone working in engineering or for individuals who would like to develop their knowledge and skills and pursue a career in this field.

Our industry experienced tutors use a mix of both practical activities and small group lectures to develop transferable skills towards employment within the mechanical engineering industry.

Core units:
- Research project
- Professional engineering management
- Further maths
- Advanced mechanical principles
- Virtual engineering
- Two additional units

Study at our specialist Engineering Centre which includes maintenance and fabrication workshops, CNC and mechanical workshops, demonstration areas and classrooms.

Progression
Further study to a full degree, or entry into employment.

Career pathways
Mechanical engineer, civil engineer, analyst, electrical engineer, maintenance engineer, technical officer.
Engineering Manufacturing Technician Apprenticeship Level 4

Typical entry requirements
Individual employers will set the selection criteria for their apprenticeships. Candidates will typically have 5 GCSE’s at grade 4/C or above, including maths, English, a science and technology or engineering related subject, or 90+ credits in an Engineering BTEC at level 3.

Course content
This apprenticeship provides specialist support for engineers. This occupation is found in large and small manufacturing organisations, providing products and services throughout a wide range of sectors, such as automotive, aerospace, chemical processing, land systems, marine, maritime defence and materials manufacturers.

As part of this apprenticeship, you will ensure the safe and efficient performance of every production task in compliance with company procedures, approved engineering data and local health and safety requirements. You will ensure Safe Systems of Work and risk assessments are adhered to and prepare product and process documentation by collecting, analysing, and summarising information and trends.

You will liaise with internal and external customers to implement programme initiatives and carry out new product introduction and/or existing product modifications by contributing to activities such as facilitation of quality activities, supplier approvals and gate reviews.

You will also manage internal and/or supplier quality notifications and liaise with the required stakeholders for resolution.

You will also deliver financial planning or costing analysis, such as estimation of costs for manufacture, supplying drawings or specification for quotations. You will understand new technology initiatives by contributing to activities, such as justifying capital investment equipment/system upgrades from purchase through to installation and commissioning. You will also produce and maintain reports measuring key performance indicators for data management activities.

Progression
On completion of this course, you can progress to a level 6 or 7 management qualification.

Career pathways
Manufacturing engineer, manufacturing production engineer, manufacturing procurement engineer, quality engineer, costing engineer, test and commissioning engineer, installation engineer, process engineer, production support engineer
Health & Social Care
What content will you study?
You will study a range of mandatory units and a selection of optional units according to your areas of practice in children and young people’s services. The optional units are designed to support managers in their work roles. The qualifications also include a research unit relevant to your area of practice in adult social care.

What are the benefits of studying the courses?
These courses fulfil the regulatory requirement for those looking to progress to a management role. We offer excellent facilities and an extensive range of work placements to support you to gain the knowledge and skills you needed for effective leadership and management in an adult care provision.

Our flexible learning offer means you can study at a time and place that suits you using the Onefile online portfolio platform. There are also a range of virtual online lessons via Microsoft Teams to support your learning.

What can you do after the courses?
After completing the courses, you can progress to a senior management position in social care, such as a registered children and young people’s services manager or other associated roles.

How are you assessed on the courses?
You will be assessed through assignments and workplace observations or expert witness testimony to evidence you are competent in your job role.

Why choose Kirklees College?
We offer a quality provision that is recognised by awarding organisations. The content is tailored towards employer needs so that you are prepared for the workplace and have the ability to make decisions in a leadership role.
Diploma in Adult Care Level 4

Typical entry requirements
GCSE grade C/4 or above or Level 2 in Maths and English preferred.

Course content
This is a Health and Social Care course for individuals wanting to work towards a management role within the care industry.

This course is ideal for those working in the care sector, wanting to work towards a management or other care professional role.

The course consists of both mandatory and optional units which are achieved through written assignments, reflections and observations from your assessor.

Individuals will learn about the processes of assessing individuals they are caring for, as well as how to manage staff members within their setting.

Completing the course can lead to roles such as care management, social work assistant and physiotherapist assistant.

Progression
Level 5 Management in Health and Social Care.

Career pathways
Social care assessor, social work assistant, physiotherapy assistant, social worker assistant.
Leadership for Health And Social Care Services (Adults) Level 5

Typical entry requirements
You must be working in a senior position to achieve this qualification.

Course content
To participate in this course you need employment in a deputy or management role in a social care setting. Completion of a range of mandatory units and a selection of optional units according to your role and responsibilities are required to be achieved in this qualification.

The qualification also includes a research unit relevant to your area of practice in adult social care.

The optional units are designed to meet the requirements to support managers in their work roles.

Study at home at a time to suit you using Onefile online portfolio platform. There are also a range of virtual online lessons via Office 365 teams to support your learning.

You will need electronic device access (e.g., laptop or PC) as the course cannot be completed using a mobile phone.

You will be assessed through assignments and workplace observations by your assessor.

Progression
Degree studies or senior management role in social care.

Career pathways
Social care manager, social work assistant, physiotherapy assistant, social worker assistant.
What content will you study?
All students will study the core units which include: managing health, safety and security, quality management of client care, sales management, public relations and salon management. The course can then be tailored with optional units that are specific to professions in the industry, including laser hair removal, using prosthetics and creating hairstyle collections. The course can also be completed remotely.

What are the benefits of studying the course?
This course is ideal for salon managers and owners who want to understand how to run a business and maximise opportunities to generate further income and growth. The course also offers learners an insight into public relations and social media by understanding how to promote your own business and improve your service offering according to customer feedback.

What can you do after the course?
After the course, you can become a salon manager or owner. If you specialise in beauty therapy, you will be able to work in a laser clinic. You can also progress to university to complete a degree related to beauty therapy or media make-up or complete a teacher education qualification.

How are you assessed on the course?
You will complete assignments for all theory work and your practical work will be assessed through observations. For example, if you specialise in hairdressing, you will present 10 creative hairstyles on models.

Why choose Kirklees College?
Kirklees College prides itself on providing its learners with valuable employability skills. Our teaching staff are all industry experienced with active client lists. They are able to use their knowledge of the industry to provide learners with real insights into working in a management role.
Salon Management
Level 4

Typical entry requirements
Entry on to this qualification can be via previous attainment of a hair or beauty qualification at Level 3.

Course content
This course is for individuals that wish to progress in the Hair and Beauty sector as a salon manager. This qualification includes all the required elements to work effectively as a salon manager.

It will allow you to develop both management and technical skills required for the role. Areas of study include management of health, safety and security in the salon, quality management of client care in the hair and beauty sector, sales management and public relations in the sector and salon management.

This course also includes units on laser and light treatments and hair colour correction. You will learn how to manage the creation of a hair style collection, hair and scalp specialist services, and micro-pigmentation.

You will have the opportunity to develop your knowledge, understanding and skills by choosing from a range of subjects to study. These will include research in the sector, salon design, IT and data handling for the hair and beauty sector, marketing, and human resource management.

Others areas of study available include airbrush make-up, permanent lashes, intimate waxing, micro-dermabrasion, prosthetic make-up and advanced epilation techniques.

During this course you will learn and develop a range of interpersonal skills you will need to have to be a successful salon manager. These include, time management, organisational skills, numeracy and literacy skills, and communication and retail skills.

Progression
After this course you could progress into salon management or teaching after relevant industry experience.

Career pathways
Salon manager or teacher/trainer.
Hospitality & Catering

For more information visit www.kirkleescollege.ac.uk
What content will you study?
This course is designed to support people who are wanting to progress into hospitality management. On the course, you will study a variety of topics, including food safety, menu development, stores, kitchen staffing and resources, managing presentation and portion sizes and explore modern cuisine to offer your customers the best experience possible.

What are the benefits of studying the course?
This course is ideal if you are looking for a more in-depth understanding of back of house services. You will develop your management and administration skills to be able to effectively manage a kitchen and advance in your career.

What can you do after the course?
On completion of this qualification, you will be able to work in management roles within the hospitality and catering industry, such as a hospitality manager, head of department, kitchen manager, head chef or executive chef.

How are you assessed on the course?
You will be assessed by a mixture of assignments, practical assessments, a set project and online assessments.

Why choose Kirklees College?
Kirklees College has consistent high achievement rates and support mechanisms in place to help you achieve your full potential. You will learn in modern facilities, including a training restaurant, industry-standard kitchens and bakery. You will be taught by industry professionals who will use their wealth of knowledge and experience to help you thrive in your career.
Hospitality Kitchen Management Level 4

Typical entry requirements
A level 3 qualification in a related subject. Ideally English and maths at grade 4/C or above.

Course content
This course is designed for people looking to progress into hospitality and kitchen management.

This qualification is for those who work or want to work as a hospitality manager, head of department, kitchen manager, head chef, or executive chef in the hospitality and catering sector.

It allows you to learn, develop and practise the skills required for employment and/or career progression in the hospitality and catering sector.

The programme also aims to enable you to develop a wider knowledge of principles and methodology, supported by the development of analytical and research skills through extensive group and individual projects.

The qualification provides a thorough grounding in the key concepts and practical skills required in this sector and the national recognition by employers allows direct progression to employment.

You will be assessed by a mixture of assignments, practical assessments, a set project and online assessments.

Progression
You could continue to study a higher skills qualification, professional qualification or progress into employment.

On completion of this qualification you will be able to work in management roles within the hospitality and catering industry.

Career pathways
Restaurant manager, hospitality manager, head of department, kitchen manager, head chef, or executive chef.
Policing
What content will you study?
The course aims to cover all aspects of policing so you can gain an insight into all areas of what a career in the police entails. You will study a variety of topics, including a research project, criminal law, understanding the police and criminal justice service, equality and diversity, roads policing, technology in the police services, criminology and command and control.

What are the benefits of studying the courses?
We are a vocational college, so we place a real emphasis on the importance of practical and employability skills. You will be taught by industry experienced tutors who have at least five years’ experience working in the police force and attend regular talks with guest speakers, including from West Yorkshire Police, to gain an insight into different aspects of the role. You will also volunteer in community and charity projects and work as a special police constable.

What can you do after the course?
There are plenty of career opportunities in the police beyond just working on the frontline. Once you complete the HNC course, you can progress to the HND course, police degree apprenticeship and police graduate programme following completion of level 6 study. There are also career options in supporting roles, including communications, forensics, crime analyst, police intelligence, fingerprint officer and more.

How are you assessed on the courses?
You will be assessed via coursework, portfolio and role play scenarios to give you experience of reacting to real-life scenarios.

Why choose Kirklees College?
You will have the opportunity to learn from those who have served in the police and have special inputs from current officers at West Yorkshire Police so you will be guided by experienced professionals with the most up-to-date information. You will also be provided with real case studies to learn in a real-life context.
Typical entry requirements
A BTEC Level 3 qualification in a related subject at MMP and GCSE English and maths at Grade 4 (C); or qualifications that equal 64 UCAS points and English and maths GCSE grade 4 (C) or above.

Overview
This course will provide you with the skills and knowledge to develop into a successful career in the police force.

You will be taught by an experienced and well qualified teaching team whose expertise and knowledge are closely matched to the content of units on the course.

The team includes academics and professionals as well as expert guest lecturers including security guards, border force staff, police officers and prison guards.

This course will provide you with the skills and knowledge to develop into a successful career in the police force. Successful completion of the courses will enable you to progress onto a university degree and support your progression into a career as a police officer.

You will be assessed practically, through role plays, presentations, reports and interviews. You will also be expected to complete a successful work placement unit.

You will spend significant time undertaking independent study. Throughout the course, considerable emphasis is placed on self-evaluation and self-reflection. Each full-time stage/level of study is delivered over a 30 week period. Typically, the course will be delivered over two days per week.

Progression
Policing HND Level 5.

Career pathways
Police officer, police community support officer, security professional, border force officer and prison guard.
Policing HND
Level 5

Typical entry requirements
A relevant HNC and GCSE English and maths at Grade 4 (C).

Course content
This advanced course will provide you with the skills and knowledge to develop into a successful career in the police force.

You will be taught by an experienced and well qualified teaching team whose expertise and knowledge are closely matched to the content of units on the course.

The team includes academics and professionals as well as expert guest lecturers including security guards, border force staff, police officers and prison guards.

This course will provide you with the skills and knowledge to develop into a successful career in the police force. Successful completion of the courses will enable all you to progress on to a university degree and support your progression into a career as a police officer.

You will be assessed practically, through role plays, through presentations, reports and interviews too. You will also be expected to complete a successful work placement unit.

You will spend significant time undertaking independent study. Throughout the course, considerable emphasis is placed on self-evaluation and self-reflection. Each full time stage/level of study is delivered over a 30 week period. Typically, the course will be delivered over two days per week.

Progression
On successful completion of the Level 5 Higher National Diploma (HND), students can develop their careers in the police and security industry through employment, a higher apprenticeship programme or progressing to university.

Career pathways
Police officer, police community support officer, security professional, borderer force officer and prison guard.
Kirklees College is one of only 12 Microsoft Showcase Colleges in the UK. Our Microsoft accredited courses provide IT training for newcomers and IT professionals alike and allow you to demonstrate your increased performance, develop your individual differentiation and increase your personal confidence. These self-paced blended learning courses include a range of Microsoft Specialist Certification including Microsoft Office PowerPoint, Word, Excel and Outlook.
In some industries professional qualifications are essential, whilst for others they enable you to develop the skills you need to progress your career.

Professional qualifications are vocational training courses that relate to a chosen industry or career path. They are typically regulated and awarded by relevant professional bodies and are designed to ensure that people in a particular job meet the minimum required standard of professional expertise.

Studying a professional course and gaining a qualification is a good way to improve or update your CV and demonstrate your skills and knowledge.

**Our Higher-Level Professional Courses include:**

- Association of Accounting Technicians AAT Diploma Level 4
- Business Administration Level 4
- Coaching and Mentoring Diploma Level 5
- Coaching and Mentoring Certificate Level 5
- Coaching and Mentoring Award Level 5
- Digital Marketing Techniques CIM
- Planning Campaigns CIM
- Professional Marketing Certificate CIM Level 4
- Professional Marketing Diploma CIM Level 6
- Principles of Leadership and Management L5 Diploma
- Principles of Leadership and Management L5 Certificate
- Principles of Leadership and Management L5 Award
- Certificate in English Language Teaching to Adults (CELTA) Level 3
- Certificate in English Language Teaching to Adults (CELTA) Level 5
- TQUK Internal Quality Assurance of Assessment Process and Practice Level 4
“This apprenticeship has given me the opportunity to become a qualified teacher in the Further Education sector. It’s the perfect route for me as it enables me to continue earning whilst studying. I can develop my skills and gain a nationally recognised qualification at the same time.

I really enjoy learning new things. Studying teaching is a holistic experience as everything you do is a form of learning. By being present in classes you are learning in two ways – the content of the class and the way in which the class is being delivered.

I cannot recommend this apprenticeship enough, especially if you’re looking to get into teaching. It allows you to gain the experience in the classroom and the support is great.

This apprenticeship is ideal for people looking to start a career in teaching as a second or later career. It’s the best decision I’ve made and I really enjoying taking my learning to the next level.”
**Certificate in Observation of Teaching and Learning Level 5**

**Typical entry requirements**
Level 3 Certificate in Assessing Vocational Achievement or D32/33. You must be at least 18 years old and have two A levels and three GCSEs or equivalent, a command of English, both written and spoken, adequate to follow the course and complete the assignments.

**Course content**
This part-time qualification provides knowledge and develops skills for teaching professionals in conducting the observation process.

Observations are a key element in the quality assurance process for all levels of education in relation to the Ofsted framework.

Successful learners will gain the understanding of the observation process and the impact of this process for staff.

**Core assessed elements:**
- Recorded professional discussion
- Observation process reporting and research
- Observation planning and reflection
- Joint observation moderation and feedback.

**Progression**
This qualification provides professional recognition for those working in training assessment and quality assurance.

**Career pathways**
Education professional, Teacher and Quality assurance role in education.

The qualification consists of competence-based and knowledge-based units.

**Level:** 5  
**Centre:** Huddersfield Centre  
**Duration:** 6 months, Part-time
Internal Quality Assurance of Assessment Process and Practice Level 4

Typical entry requirements
Level 3 Certificate in Assessing Vocational Achievement or D32/33. You must be at least 18 years old and have two A levels and three GCSEs or equivalent, a command of English, both written and spoken, adequate to follow the course and complete the assignments.

Course content
This part-time qualification provides professional recognition for those working in training assessment and quality assurance.

It will further develop your skills and knowledge if you’re working in, or hoping to work in assessment and internal quality assurance in accredited and non-accredited learning, the NQF and the QCF.

Successful learners will understand the principles of assessment and internal quality assurance and have the knowledge to develop and improve systems.

The qualification consists of a mixture of units, with some competence-based and some knowledge-based.

Core units:
- Understanding the principles and practices of internally assuring the quality of assessment
- Internally assure the quality of assessment
- Plan, allocate and monitor work in own area of responsibility

Progression
This qualification provides professional recognition for those working in training assessment and quality assurance.

Career pathways
Education professional, Teacher and Quality assurance role in education.
Certificate in Education (Cert Ed in Lifelong Learning) Level 5

Typical entry requirements
You must hold qualifications at a minimum of Level 3 in the subject area you teach and be able to demonstrate work appropriate experience in the area you want to teach.

Applicants must normally be in paid employment as a teacher or trainer, with a minimum of 100 hours, with at least 50 in any one year, in a recognised training or educational establishment. Voluntary teaching may be allowed in certain circumstances.

Course content
This is a full teaching qualification for those teaching, or wanting to teach, in the post-14 sector such as further education or sixth form colleges, adult education, or private training providers.

On this course you will have the opportunity to develop skills to play a full teaching role: plan and design learning materials, assess students and study policy and professional issues in education and training.

Core units:
- Research informed teaching, learning and assessment; module.
- Becoming a subject specialist teacher.
- Being a subject specialist teacher (this includes attending a 2-day conference at the University of Huddersfield);
- Policy and Professional issues.

This course will enable you to develop your teaching skills, reflect on current ideas about education and training and creatively explore professional opportunities open to you.

This qualification is awarded by the University of Huddersfield.

Progression
Trainee teachers upon completion of the course, can apply for Qualified Teacher Learning and Skills (QTLS) which for those teaching in schools and academies gives them parity with Qualified Teacher Status (QTS).

Career pathways
Lecturer in further education. Sixth form teacher. Adult education tutor. Teacher in a private training organisation.
Diploma in Education and Training Award
Level 5

Typical entry requirements
You should have a level 3 qualification in the subject you intend to teach or evidence of substantial experience. You will need access to 50 hours of teaching practice per year in a recognised lifelong learning location (14+). You will have an initial assessment to indicate that you are working at Level 2 in English and maths.

Course content
This qualification is ideal for those working as or planning to become a teacher in further, adult or continuing education.

Develop the skills you need to work as a teacher in the lifelong learning sector, designing your own curriculum and teaching a range of levels, subjects and learner types. If you are working as or planning to become a teacher in further, adult or continuing education, this course is for you.

Core units:
• Teaching, learning and assessment in education and training
• Theories, principles and models in education and training

• Inclusive practice
• Understanding and managing behaviours in a learning environment
• Developing teaching, learning and assessment in education and training
• Wider professional practice in education and training
• Developing, using and organising resources within a specialist area
• Teaching in a specialist area

A minimum of 50 hours of teaching is required in both year one and year two of the course.

Progression
Teaching or further study.

Career pathways
Lecturer in further education, Sixth form teacher, Adult education tutor, Teacher in a private training organisation.
Professional Graduate Certificate in Education (PGCE in Lifelong Learning)

Typical entry requirements
A UK first degree or equivalent (normally 2:2 or above) and relevant work experience in the subject area. You must also hold a Level 3 in the subject area you teach if this is different to your degree.

Applicants must normally be in paid employment as a teacher or trainer, with a minimum of 100 hours, with at least 50 in any one year, in a recognised training or educational establishment. Voluntary teaching may be allowed in certain circumstances.

Course content
This is a full teaching qualification for those teaching, or wanting to teach, in the post-14 sector such as further education or sixth form colleges, adult education, or private training providers.

On this course you will have the opportunity to develop skills to play a full teaching role. The course allows you to focus on your subject specialism, alongside general teaching in the lifelong learning sector and a significant amount of learning happens in your workplace, allowing you to put theory into practice.

Core units:
- Research informed teaching, learning and assessment; module
- Becoming a subject specialist teacher.
- Being a subject specialist teacher (this includes attending a 2-day conference at the University of Huddersfield);
- Policy and Professional issues.

This course will enable you to develop your teaching skills, reflect on current ideas about education and training and creatively explore professional opportunities open to you.

This qualification is awarded by the University of Huddersfield.

Progression
Upon completion of the course, graduates of the PGCE can apply for Qualified Teaching and Learning Status (QTLS) which for those teaching in schools and academies gives them parity with Qualified Teacher Status (QTS).

Career pathways
Lecturer in further education. Sixth form teacher. Adult education tutor. Teacher in a private training organisation.
Typical entry requirements
You should have a level 3 qualification in the subject you intend to teach or evidence of substantial experience. You’ll need access to 100 hours of teaching practice in a recognised lifelong learning location (14+).

Course content
For those trainee teachers who do not already hold a degree, this is an opportunity to progress onto a degree course. This is an apprenticeship course for teacher training at level 5.

The apprenticeship standard consists of the following qualifications:
- Level 5 Diploma in Education and Training
- Level 2 Safeguarding, Prevent and British Values
- Trainees should also hold or study for maths and English at level 2 (this would be outside of the 20% off the job training)

These should be achieved before End-Point Assessment (EPA)

The learning and skills tutor is pivotal to the success of traineeship and apprenticeship programmes in the delivery of effective vocational evaluation and training that meets both the learners and employer’s needs.

The apprentice must have an employer to support them through the apprenticeship. The employer will need to allow time away from the job role to complete the coursework.

The apprentice will need to demonstrate that they have had 20% off-the-job study time. They will require a minimum of 100 hours of teaching (ages 14+). The course is aimed at those who are new to teaching and in employment.

The course is ideal for existing members of staff who hold relevant vocational qualifications e.g. technicians who are wanting to progress into teaching.

Anyone needing to study for maths and/or English will need to do this outside of the day of attendance. The EPA is awarded by TQUK and will consist of two teaching observations, a presentation and professional discussion.

Progression
Trainee teachers, upon completion of the course, can apply for Qualified Teacher Learning and Skills (QTLS) which for those teaching in schools and academies gives them parity with Qualified Teacher Status (QTS).

Career pathways
Secondary teacher, college tutor, education technician and education professional.
Postgraduate Certificate in Education (PGCE in Lifelong Learning)

Typical entry requirements
A UK first degree at 2:2 or above and relevant work experience in the subject field. You must also hold qualifications at a minimum of level 3 in the subject area you teach, if this is different from your degree.

Applicants must normally be in paid employment as a teacher or trainer, with a minimum of 100 hours experience with at least 50 in any one year, in a recognised training or educational establishment. Voluntary teaching may be allowed in certain circumstances.

Course content
This is a full teaching qualification for those teaching, or wanting to teach, in the post-14 sector such as further education or sixth form colleges, adult education, or private training providers.

On this course you will have the opportunity to develop skills to play a full teaching role. The course allows you to focus on your subject specialism, alongside general teaching in the lifelong learning sector and a significant amount of learning happens in your workplace, allowing you to put theory into practice.

Core units:
• Research informed teaching, learning and assessment; module
• Becoming a subject specialist teacher.
• Being a subject specialist teacher (this includes attending a 2-day conference at the University of Huddersfield);
• Policy and Professional issues.

This course will enable you to develop your teaching skills, reflect on current ideas about education and training and creatively explore professional opportunities open to you.

This qualification is awarded by the University of Huddersfield.

Progression
Upon completion of the course, graduates of the PGCE can apply for Qualified Teaching and Learning Status (QTLS) which for those teaching in schools and academies gives them parity with Qualified Teacher Status (QTS).

Career pathways
Lecturer in further education. Sixth form teacher. Adult education tutor. Teacher in a private training organisation.
This course will enable you to develop your teaching skills, critically reflect on current ideas about education and training and creatively explore professional opportunities open to you.

This qualification is awarded by the University of Huddersfield.

**Progression**
Upon completion of the course, graduates of the PGCE can apply for Qualified Teaching and Learning Status (QTLS) which for those teaching in schools and academies gives them parity with Qualified Teacher Status (QTS).

You can put the 120 Masters credits toward the (top up) MA in Teaching in Lifelong Learning.

**Course content**
This is a full teaching qualification for those teaching, or wanting to teach, in the post-14 sector such as further education or sixth form colleges, adult education, or private training providers.

On this course you will have the opportunity to develop skills to play a full teaching role. The course allows you to focus on your subject specialism, alongside general teaching in the lifelong learning sector and a significant amount of learning happens in your workplace, allowing you to put theory into practice.

Core units:
- Research informed teaching, learning and assessment; module
- Becoming a subject specialist teacher.
- Being a subject specialist teacher (this includes attending a 2-day conference at the University of Huddersfield);
- Policy and Professional issues.

**Career pathways**
Lecturer in further education. Sixth form teacher. Adult education tutor. Teacher in a private training organisation.
Certificate in English Language Teaching to Adults (CELTA) Level 5

Typical entry requirements
You must be at least 18 years old and have two A levels and three GCSEs or equivalent, a command of English, both written and spoken, adequate to follow the course and complete the assignments.

Course content
CELTA is one of the world’s foremost initial qualifications for people who want to become professional teachers of English language in the UK or abroad.

The benefit of the programme is that it gives candidates a good base from which to enter employment either in the UK or abroad.

The course will enable you to acquire essential subject knowledge and familiarity with the principles of effective teaching, as well as gain a range of practical skills for teaching English to adult learners, and applying your learning in a real context. You will have six hours’ teaching practice as part of the course.

Core units:
- Language awareness
- The learner
- The teacher and the teaching/learning context
- Planning for effective teaching of adult learners of English

Career pathways
ESOL teacher in a further education college, adult education, private training provider, higher education in the UK. English language teacher worldwide.

Level: 5

Centre: Huddersfield Centre
Pioneer Higher Skills Centre

Duration: 6 months, Part-time

This qualification is awarded by Cambridge University.

Progression
The CELTA provides the required subject specialism to teach ESOL in the UK in the Lifelong Learning sector. To become a fully qualified teacher in the UK you can progress onto the lifelong learning PGCE.

After two years’ of full-time teaching you can study for a DELTA qualification, enabling you to progress to more specialist and/or managerial roles.
What content will you study?
The course comprises of five mandatory units and three optional units. These range from leadership and management for service industries, the contemporary travel and tourism industry, tour operations management and marketing essentials for travel and tourism.

What are the benefits of studying the course?
This course is designed to help you secure the knowledge, skills and behaviours to succeed in the workplace, from undertaking a group project to responding to a client brief. The qualification is intended to help you open doors for further study by supporting you to gain research and study skills, as well as practical knowledge of the industry.

What can you do after the course?
The Level 4 Higher National Certificate provides a solid grounding in the travel and tourism industry, which you can build on should you decide to continue your studies.

On successful completion of this qualification, you can develop your career in the travel and tourism sector through entering employment or progressing to university.

How are you assessed on the course?
There will be a range of formative and summative assessments throughout the course. You will be assessed using a variety of methods, including essays, presentations, projects, simulated activity, case studies, portfolio work and self-reflection. The course places strong emphasis on the development of relevant knowledge and vocational practical skills.

Why choose Kirklees College?
The Travel and Tourism department has consistently high achievement rates and our staff are all industry professionals, which will bring a wealth of knowledge and experience to your studies. We also offer state-of-the-art facilities with an excellent range of support mechanisms to enable you to achieve to your full potential.
International Travel and Tourism Management
Level 4

Typical entry requirements
A BTEC level 3 qualification in Travel and Tourism or GCSE grade C/4 in English, maths and a relevant subject area. Students with relevant industry experience will also be considered.

Course content
This qualification is for those who work or wants to progress onto university or work as a travel and tourism manager or operations manager, in the travel and tourism sector. It allows you to learn, develop and practise the skills required for education, employment and/or career progression within the sector.

The programme will enable you to develop a wider knowledge of principles and methodology, supported by the development of analytical and research skills through extensive group and individual projects.

It provides a thorough grounding in the key concepts and skills required in this sector and the national recognition by employers allows direct progression to employment or university.

You will learn the knowledge and skills needed to succeed in the workplace including the latest in professional standards. You will also get the opportunity to develop behaviours for work, for example by undertaking a group project, or responding to a client brief.

You can also develop a range of skills, techniques and attributes essential for successful performance in working life.

Progression
Entering employment or progression to university.

Career pathways
Travel manager, tourism manager.
Funding your studies

With the cost of university degrees rising, you may think Higher Education is out of your reach financially but university is not your only option.

Studying a Higher Education course could be the best investment you ever make.

Save around £17,500 by studying at Kirklees College rather than at university.

For more information on funding your studies email finsupp@kirkleescollege.ac.uk or call freephone 0800 804 6134.
LOW TUITION FEES
Tuition fees cover the cost of your tuition, registration and exams. At Kirklees College, our fees are significantly lower than universities and other colleges in the area. With lower tuition fees, the chance to live at home, work part-time and reduce travel costs, studying a Higher Education course at Kirklees College is a fantastic way to gain high-quality qualifications. Our Financial Support team is happy to provide information, advice and guidance on any aspect of student finance and budgeting.

TUITION FEE LOAN FOR FULL-TIME AND PART-TIME STUDENTS
This covers the fees you’re charged each year for your course and is paid directly to college. To qualify, your part-time course needs to be at least 25 percent of an equivalent full-time course each year, for example four years instead of one year full-time.

MAINTENANCE LOAN TO PAY LIVING COSTS FOR FULL-TIME STUDENTS
The loan is paid into your bank account at the start of each term. The exact amount full-time students can borrow depends on family income, where you live, what year of study you are in, and what help you get through the Maintenance Grant.
BURSARIES
If you receive a full HE maintenance or student support grant, you may eligible for a bursary.

PROGRESSION BURSARIES
Students progressing within college from level 3 to HE can receive a phased cash payment of £500 in the first year of study.

LOCAL STUDENT BURSARIES
For students with a permanent West Yorkshire postcode accepted on to a HE programme at college, a phased cash payment of £500 can be made in the first year of study.

STEM BURSARIES
For Engineering or Process Manufacturing courses, a phased cash payment of £500 can be made during each year of study (excluding any repeat year). This award will be available to home students in receipt of the full HE maintenance grant or student support grant. Students receiving this are not eligible for any other bursary.

CARE LEAVER BURSARY
For students who have left local authority care in the last two years, a phased cash payment of £1,000 can be made during each year of study. Attendance must be 85 percent or above in the first three months (other than mitigating circumstances).

FULL-TIME CARER BURSARY
For applicants with full-time carer responsibilities, a phased cash payment of £1,000 can be made during each year of study.

ACCESS TO HE DIPLOMA BURSARY
For students who have successfully completed an Access to HE Diploma programme and progressed to HE at Kirklees College, a phased cash payment of £1,000 can be made in the first year.

For information about bursaries, please email: highereducation@kirkleescollege.ac.uk

For more information visit www.kirkleescollege.ac.uk
Advanced Learner Loans

An Advanced Learner Loan can help you pay the fees charged by approved colleges and training organisations in England. Most learners aged 19+ studying at level 3, 4 (which includes Access, Diplomas and Certificates), 5, 6 and 7 qualify for these loans from the UK government.

**HOW MUCH CAN I GET?**
You can take out the maximum amount to cover your fee or you can pay all or part of the fee yourself. For example, you may be eligible to apply to the college’s Loan Bursary scheme for support with travel expenses. Whilst the loan is not means tested, the Advanced Learner Bursary scheme is.

**AM I ELIGIBLE?**
To be eligible you must:
- Be aged 19 or over at the start of your course
- Be undertaking an eligible course at level 3, 4, 5 or 6 qualification
- Have been living in the UK for three years before starting your course
- Be a UK national or have ‘settled status’

**I ALREADY HAVE A LEVEL 3 QUALIFICATION**
Prior attainment is not taken into account for your first Advanced Learner Loan.

You can take out up to a maximum of four Advanced Learner loans in total. You can only take out one loan at a time. You must complete a separate application for each loan. You are unable to take out two loans for the same qualification even if the qualifications are in a different area.

**ADVANCED LEARNER LOAN BURSARY**
If you successfully applied for the Advanced Learner Loan, you may be eligible to receive support with course related expenses such as travel, childcare, etc. depending on your household income.

**Please contact the Financial Support Team for further information.**

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**FOR MORE INFORMATION**

Visit [nationalcareersservice.direct.gov.uk/advice/courses/funding/pages/advancedlearnerloans](http://nationalcareersservice.direct.gov.uk/advice/courses/funding/pages/advancedlearnerloans)

Visit [gov.uk/advanced-learner-loan](http://gov.uk/advanced-learner-loan) or telephone 0300 100 0619

Visit [moneyadviceservice.org.uk](http://moneyadviceservice.org.uk) or telephone 0300 500 5000

Contact Kirklees College Financial Support Team on 0800 804 6134 or email finsupp@kirkleescollege.ac.uk
Antony Gormley Sculpture

Kirklees College is very proud to have a sculpture by world-renowned sculptor, Antony Gormley, sited at the Pioneer Higher Skills Centre.

The sculpture, titled WORK, proudly stands six feet tall on the rooftop of the Victorian building, formerly known as Pioneer House.

Made of cast iron, WORK is an early example of Antony Gormley’s ‘Beamer’ series, which investigates the space of a human body by using the structures of the body that normally contain it. The sculpture is made up of a network of interlocking beams.

Oliver Boothroyd from Kirklees College said: “The heritage and regeneration work in Dewsbury was key to bringing this project to life. As well as bringing this work to our new Pioneer Higher Skills Centre, we will also be launching a schools engagement project in Kirklees. This will enable the college to interact with people of all ages in the local community by raising awareness of public sculpture and the arts.”
Graduation

Graduation is the culmination of years of learning, endeavour and personal development to reach a point where you have demonstrated the higher level skills you, employers and indeed the economy of our country need.

A higher level qualification says a great deal about you and the skills and abilities you have developed. It sets you apart as someone who can make a significant contribution to your community, to the lives of others, to society and to the economy.

Every year, higher education students from Kirklees College graduate in a ceremony at the majestic Dewsbury Town Hall. Students wear traditional caps and gowns to receive their awards. On this very special day, graduates are able to celebrate their hard work and achievements with family and friends.

It is a day of joy but it is not the end of your journey, rather another important destination on a journey that can extend as far as you decide through your ambition, passion and commitment to be the best that you can be.

“The graduation ceremony was a fantastic day and an excellent way to signify and celebrate the hard work that went into my course. The beautiful surroundings of Dewsbury Town Hall provided an excellent backdrop to what for me was a very special day.”

Gemma Lumb, Kirklees College Graduate
Additional information

Open Days
The best way to decide if Higher Skills and Higher Education at Kirklees College is the right decision for you is to come and visit us. We hold regular open days at all our centres and online, where you can find out more about the courses, tour the centres and talk to our tutors. Our Open Days will give you an idea of what to expect and ask any questions.

For the latest information about open days, visit www.kirkleescollege.ac.uk

Take a Virtual Tour
If you can’t visit us in person, you can still get an insight into the Higher Skills and Higher Education experience with a virtual tour. For more information please visit our website www.kirkleescollege.ac.uk

HNC/HND Progression
A Higher National Certificate (HNC) qualification is the equivalent to the first year at university. After completing your one-year course, you have the option to study for a second year to achieve a Higher National Diploma (HND) qualification. HNC/HND qualifications are also accepted for entry to many university degrees. Some universities will let you progress directly into the second or third year of a degree course if your HNC/HND is related to the subject.
Student Recruitment team
Our Student Recruitment Team is available to offer support and advice on choosing the right course for you. They also attend careers and higher education fairs and visit local schools and colleges. Where possible, they can also arrange an individual visit for you at any of the college centres.

Student Recruitment team: 01484 437092 sturec@kirkleescollege.ac.uk

Careers Service
Our Careers Service team aim to provide you with the skills to be competitive in today’s job market and help you to choose the right course and career for you. The team can provide unbiased support with course guidance, CV’s and covering letters, interview techniques, job search and application advice. You can also access a wide range of resources via the Careers team in all centre Learning Resource Centres and on the college VLE.

Careers Team: 01484 437000 ext. 7406 careersguidance@kirkleescollege.ac.uk

Assessment
Assessment forms an important part of your higher education programme at Kirklees College. We regularly review and update our assessment procedures and regulations in line with our awarding bodies to maintain the highest standards of quality in assessment.

Our Higher Education and Higher Skills Assessment Policy can be found on our website: www.kirkleescollege.ac.uk/higher-skills/
£500 Guarantee

PROGRESS TO A HNC AND RECEIVE A PAYMENT OF £500 IN YOUR FIRST YEAR!* 

If you currently study on a full time level 3 programme with Kirklees College and meet the conditions outlined below, we will guarantee you entry to an HNC course in a similar subject area.

To take advantage of this opportunity to progress, you have to:

• Have completed and achieved your main qualification (Merit, Pass, Pass grade for Extended Diplomas)
• Attended all exams required for your programme of study, including GCSE maths and English and achieve required grade
• Submitted ALL of your coursework on time
  • Met the college’s standards in relation to performance, attendance and behaviour

To find out more, speak to your Progress Coach.

*Offer subject to minimum student numbers on course.
## UCAS Points Equivalent

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<tr>
<th>A Levels</th>
<th>AS Levels</th>
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<tbody>
<tr>
<td>A*</td>
<td>56 points</td>
</tr>
<tr>
<td>A</td>
<td>48 points</td>
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<tr>
<td>B</td>
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<td>C</td>
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<td>D</td>
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<td>E</td>
<td>16 points</td>
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For more information visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk)
How to Apply

**STEP 1 – SELECT A COURSE**
Browse this guide and find out more information online or at our open days. You can view all course details on our website www.kirkleescollege.ac.uk under the HE and Higher Skills section. If you require further information about a course, you can contact our Information team.

Information Team email: info@kirkleescollege.ac.uk
Information Team telephone: 01484 437070

**STEP 2 – APPLY DIRECT TO KIRKLEES COLLEGE**
You can apply for your chosen course online www.kirkleescollege.ac.uk.

Simply find the course and click on the ‘Apply’ button. The ‘Apply’ button is located below the course overview on the relevant course page.

This will open the online application form, where you will be able to follow the on-screen instructions to complete and submit your application.

Please ensure you complete all sections of the application form. If information is missing or incomplete, it may delay your application.

**STEP 3**
For courses that require you to apply in advance then an interview will take place. Your interview letter will tell you everything that you need to bring with you and what the interview will involve.

**STEP 4**
Once you receive an offer letter from us, you will need to accept this place.

**STEP 5**
Our Applications team will provide you with all information you need prior to your enrolment date.