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FREE  
COPY**

FOR ADULT LEARNERS IN KERRY

**Eolaire Oideachais agus  
Oiliúna d'Fhoghlaimeoirí**  
Fásta i gCiarraí

**KERRY EDUCATION & TRAINING BOARD  
COURSE LISTING AUGUST 2017 - 2018**



**BORD OIDEACHAIS  
AGUS OILIÚNA CHIARRAÍ**

**KERRY EDUCATION  
AND TRAINING BOARD**



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Location:

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**[www.fetchcourses.ie](http://www.fetchcourses.ie)**



or use the FETCH course search button on the homepage of the Kerry ETB website

**[www.kerryetb.ie](http://www.kerryetb.ie)**

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# Fáilte Welcome

## Owen O'Donnell, Kerry ETB Director of FET (Further Education & Training)



It gives me great pleasure to welcome you to the Kerry Education and Training Board (Kerry ETB) Course Directory for Adult Learners 2017. It is our mission to create a learning society in Kerry, so that everyone can access education and training to meet their personal, social, cultural, economic and civic needs. Kerry ETB provision ranges from adult literacy and basic education, family learning and community education, to skills for employment and industry, as well as progression courses to higher education. In these pages you will find over 100 evening courses and a large selection of part time courses to support the personal and professional development, as well as full time courses.

Further Education and Training (FET) is a key pillar of Kerry ETBs county wide services in addition to Schools and Youth Services and Organisational Support and Development.

This directory aims to provide user friendly and up to date information guide on the variety of further education and training opportunities available at Kerry ETB. If you require more information you can visit [www.kerryetb.ie](http://www.kerryetb.ie) or [www.fetchcourses.ie](http://www.fetchcourses.ie). contact our colleges and centres directly. (See Staff Contacts by Town section).

Like all ETBs, our role in working with employers to align our provision to local business and economic need, continues to grow, through local effort and in collaboration with the South West Regional Skills Forum. Local businesses are invited to get in touch to explore training options for existing staff or for new entrants.

Our work requires a balance in terms of planning for future skill needs and developing core competencies for everyone – from second chance learners who may have left school early due to an undiagnosed specific learning

disability, to people at work looking to upskill. All centres have a focus on learner supports to ensure the holistic development of each learner and their wellbeing, in addition to academic achievement and skill development.

As a large rural county Kerry ETB has a role in rural sustainability and therefore a responsibility to bring courses to outlying areas, where possible, in order to meet local need. The list below shows key towns where courses run in one of the ETB's five rural Adult Education Centres or in a community based location:

- |                 |             |              |
|-----------------|-------------|--------------|
| • Abbeydorney   | • Dingle    | • Killorglin |
| • Caherciveen   | • Fenit     | • Listowel   |
| • Castlegregory | • Kenmare   | • Tralee     |
| • Causeway      | • Killarney | • Waterville |

- Adult Literacy & Basic Education, Community Education and Kerry Adult Guidance & Information Service are all available countywide on a demand basis.

Kerry ETB is a learner centred organisation, supported by staff who are dedicated to helping learners achieve their own goals. We welcome feedback from the public and encourage you to share your feedback online at [feedback@kerryetb.ie](mailto:feedback@kerryetb.ie).

Finally, I wish to thank all the staff who bring excellence to teaching and learning, administration and management, every day of their working lives. I would also like to thank you, the reader, for considering the further education and training opportunities provided by Kerry ETB when deciding on your future. We invite you to be the best that you can be, with Kerry ETB.

I wish you every success in the future.

**Owen O'Donnell**

**Director of Further Education & Training (FET)**

2017 Eolaire na gCúrsaí, Réamhrá le Stiúthóir Breisoideachais agus Oiliúna (FET)

Tá an-áthas orm Eolaire Bhord Oideachais agus Oiliúna Chiarraí (BOO Chiarraí) d'Fhoghlaimoirí Fásta 2017 a chur in bhur láthair. Is é an misean atá ag BOO Chiarraí, i gcomhar le gníomhaireachtaí oideachais agus oiliúna agus le comhlachtaí pobail eile, ná sochaí foghlama a chruthú i gCiarraí ionas go mbeidh rochtain ag gach duine ar an oideachas agus an oiliúint a chabhróidh leo a riachtanais phearsanta, shóisialta, chultúrtha, gheilleagracha agus shibhialta a chomhlíonadh. Cuireann BOO Chiarraí réimse leathan cúrsaí ar fáil, ina measc, litearthacht agus oideachas bunata d'Aosaigh, oideachas teaghlaigh agus pobail, scileanna don fhóstaíocht agus don tionsclaíocht, chomh maith le cúrsaí ullmhúcháin don tríú leibhéal. Diríonn BOO Chiarraí ar dheiseanna foghlama fadsaol chun tacú le forbairt phearsanta agus ghairmiúil mhuintir Chiarraí.

Tá an Breisoideachas agus Oiliúint ar cheann de na seirbhísí lárnacha a chuireann BOO Chiarraí ar fáil sa chontae, anuas ar Scoileanna, Seirbhísí Óige, Tacaíocht agus Forbairt Eagraíochta.

An aidhm atá leis an eolaire seo ná an t-eolas is déanaí maidir leis na deiseanna éagsúla oideachais atá ar fáil i mBOO Chiarraí a chur ar a súile d'fhoghlaimoirí fásta. Má tá tuilleadh eolais uait, féadfaidh tú teacht ar ár suíomh idirlín ag [www.kerryetb.ie](http://www.kerryetb.ie) nó féachaint ar an áis chuardaigh náisiúnta atá ann do na 16 Bord Oideachais agus Oiliúna in Éirinn ag [www.fetchcourses.ie](http://www.fetchcourses.ie). Nó féadfaidh tú teagmháil a dhéanamh lenár gcoláistí agus lenár n-ionaid go díreach. Tá na sonraí teagmhála don fhoireann ar fad in ionaid BOO Chiarraí in 10 mbaile ar fud an chontae le fáil ag cúl an Eolaire seo.

Sa dara heagrán seo d'Eolaire na gCúrsaí, BOO Chiarraí 2017, feicfidh tú go bhfuil leath de na cúrsaí ar fáil ar bhonn páirtaimseartha. Tá os cionn 100 cúrsa oíche ar fáil chun go mbeadh fáil ag gach duine ar chúrsaí.

Mar aon leis na Boird Oideachais agus Oiliúna ar fad, táimid ag obair níos mó is níos mó le fostóirí chun go mbeadh na cúrsaí a chuirimid ar fáil ag teacht leis na riachtanais gnó agus geilleagrach atá sa cheantar. Déanaimid é sin go háitiúil agus i gcomhar leis an South West Regional Skills Forum. Tá fáilte roimh ghnóthaí áitiúla teagmháil a dhéanamh linn chun deiseanna

oiliúna a phlé dá mbaill foirne – daoine atá ag obair leo cheana féin nó baill foirne nua-cheaptha.

Is gá dúinn i gcónaí cothromaíocht a bhaint amach idir a bheith ag pleanáil do na riachtanais a bheidh ag teacht chun cinn sa todhchaí agus a bheith ag déanamh forbartha ar bhunscoil do gach duine – dóibh siúd a d'fhág an scoil go luath, b'fhéidir de bharr riachtanas foghlama nár aithníodh ar scoil, chomh maith leo siúd atá ag obair agus ar mhaith leo cur lena gcuid scileanna. Cuireann gach ionad tacaíochtaí ar fáil don fhoghlaimoir chun cur le forbairt iomlánaíoch agus leas an fhoghlaimora agus chun cabhrú le dul chun cinn acadúil agus forbairt scileanna an duine.

Is contae mór tuaithe é Chiarraí agus tá dualgas ar BOO Chiarraí cur le seasmhacht na tuaithe agus cúrsaí a chur ar fáil in áiteanna imeallacha, nuair is féidir, chun freastal ar riachtanais áitiúla. Sa liosta thíos, tá na bailte ina bhfuil cúrsaí á gcur ar fáil ag BOO Chiarraí, i gceann éigin de na cúig ionad Aosoideachais tuaithe atá againn nó i suíomh éigin pobail:

- |                        |               |                 |
|------------------------|---------------|-----------------|
| • Mainistir Ó dTorna   | • An Daingean | • Cill Orglan   |
| • Cathair Saidhbhín    | • An Fhianait | • Lios Tuathail |
| • Caisleán an Ghriaire | • Neidín      | • Trá Lí        |
| • An Tóchar            | • Cill Airne  | • An Coireán    |

- Tá Litearthacht agus Oideachas Bunata d'Aosaigh, Oideachas Pobail agus Seirbhís Treorach agus Faisnéise Chiarraí d'Aosaigh ar fad ar fáil ar fud an chontae ach éileamh a bheith orthu.

Is eagraíocht foghlaimoir-lárnaithe é BOO Chiarraí, a bhfuil an fhoireann atá ag obair inti meáite ar chabhrú le foghlaimoirí a gcuid spriocanna a bhaint amach. Is fáil linn aiseolas ón bpobal a fháil agus iarraidm ort do chuid aiseolais a roinnt linn ag [feedback@kerryetb.ie](mailto:feedback@kerryetb.ie).

Ar deireadh, is mian liom buíochas a ghabháil leis an bhfoireann ar fad a bhaineann ardchaighdeán amach sa mhúineadh agus san fhoghlaim gach lá dá saol oibre. Ba mhaith liom buíochas a ghabháil leatsa, chomh maith, a léitheoir, as spéis a léiriú sna deiseanna breisoideachais agus oiliúna atá á soláthar ag BOO Chiarraí. Tugaim cuireadh duit barr do mhaitheasa a bhaint amach le BOO Chiarraí.

Guím gach rath ort.

**Owen O'Donnell**

**Stiúthóir Breisoideachais agus Oiliúna (FET)**

## Kerry ETB

### COURSE TYPES & FEATURES

PROGRAMME /CENTRE	DESCRIPTION & KEY FEATURES
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> <i>County Outreach</i>	Provides professional educational and career guidance as well as information on careers, courses, funding and other supports in order to assist people in making informed choices. Free and confidential.
<b>PLC / College of Further Education</b> <i>Tralee, Listowel, Killarney &amp; Caherciveen</i>	Post Leaving Certificate Courses (PLC). Enables school leavers and adults, including people who are unemployed, gain Major Awards to enhance employability for entry or re-entry to the labour market. PLC is also suitable as a transition year before going to third level where the learner can develop fundamental core competencies in a new vocational area before committing to Degree programme. Eligible applicants may be entitled to a SUSI grant to cover fees and maintenance costs. Those in receipt of a DSP payment may be entitled to the Back to Education Allowance (BTEA). Tralee and Listowel PLC Further Education Colleges have Open Learning Centres to support the academic and personal development of the learner population. All PLC learners with a disability are entitled to HEA supports as well as reasonable accommodations. All centres have adult education Care Teams bringing a wellbeing focus to the holistic development of the learner.
<b>VTOS</b> <i>Tralee, Listowel, Killarney, Killorglin &amp; Caherciveen</i>	VTOS is a 2 year full-time programme for adults aged 21 years and over who are in receipt of a qualifying Department of Social Protection (DSP) payment, or the spouse or partner of a qualified adult. Courses are free and participants continue to receive their DSP payment. The calendar for VTOS coincides as closely as possible with secondary school holidays. Childcare supports and career guidance are also offered. Leaving Certificate for adults is offered in Tralee and Killarney. All centres offer QQI Major Awards. No fees.
<b>Youthreach</b> <i>Tralee, Listowel, Killarney, Killorglin &amp; Caherciveen</i>	Provides early school leavers between the ages of 15 and 20 years with opportunities to gain Major Awards to enable progression to further education and training, higher education or employment. Learners keep their DSP payment. Childcare supports and career guidance are also offered. Personal development is emphasised. Leaving Cert Applied is available in Tralee Youthreach. Other centres offer QQI Major Awards. No fees.

#### PROGRAMME /CENTRE DESCRIPTION & KEY FEATURES

##### **Kerry ETB Training Centre** *Tralee & County Outreach*

Provides training and up-skilling with relevant certification predominantly for people who are unemployed with the main objective of returning to the workforce. Higher Education graduates and skilled trades people also avail of training opportunities to further develop or gain new up-to-date industry skills in their chosen field of excellence. All eligible trainees are entitled to a training allowance, meal and travel allowance, as well as childcare supports. An accommodation allowance is provided for those who need to relocate to access training. There are no course or certification fees. Day courses are generally run from 8.30am - 3.45pm Monday to Thursday and 8.30am - 12.45pm on Friday. Below are some of the course types:

**Apprenticeship:** Two to four years in duration, earn as you learn programme with staged phases, some in-training and some on the job learning. Apprentices are recruited nationally. The applicant must first be sponsored by an employer. QQI Level 6 Advanced Certificate Craft is awarded to successful apprentices (some new Apprenticeships have an Award at Level 7 and 8). Apprenticeships taught at the Kerry ETB Training Centre are: Motor Mechanics, MAMF (Fitting), Electrical, Carpentry & Joinery, Plumbing, Stonecutting, Metal Fabrication and Commis Chef.

**Traineeship:** These courses have a strong emphasis on workplace learning, with over half of all training time spend on the job.

**Specific Skills Training:** allows people who have lost their job or who are changing job to learn new job-related skills. There are short and long day courses, online courses and blended learning and evening courses.

**Specialist Training Provision:** Kerry ETB Training Centre also provides courses for people with disabilities through the National Learning Network (NLN).

**Community Training:** Through the Community Training Centre (CTC) foundation skills and QQI Major Awards at Levels 3 and 4 in a number of vocational areas are offered to young people aged 16-21 years who left school with incomplete or no formal qualifications.

**Evening Training:** A wide spectrum of accredited professional industry standard courses are available at night. A number of them require attendance two nights per week. Fees €200-€390. Free to those with an eligible DSP payment and to CE participants.



## PROGRAMME/CENTRE DESCRIPTION &amp; KEY FEATURES

**BTEI (Back to Education Initiative)**  
*County Outreach*

Provides part time opportunities to gain a QQI qualification in areas of core skills to enable progression to further education and training, higher education or employment. BTEI is targeted at people aged 17 years and over, including unemployed people and especially those with less than upper second level education. Childcare supports and career guidance are available. There are no fees for anyone with a DSP payment or for people who do not have a Leaving Certificate. All BTEI courses are part time. Both day and evening BTEI courses are scheduled annually across Kerry, in Kerry ETB centres and outreach locations such as Family Resources Centres, Tralee Community Development Project and other community venues. Many learners gain direct entry to the labour market on course completion.

**Adult Literacy & Basic Education (ABE)**  
*Tralee, Listowel, Castlesland, Dingle, Killarney, Killorglin, Caherciveen, Kenmare & Waterville*

Programmes are designed for people with literacy difficulties to return to education in a way that suits them. Courses are delivered on a highly flexible basis and focus on core skills and key competencies (Literacy, Numeracy, Personal Skills and Communications) to build confidence and enable progression. Other areas of delivery are Family Learning, to support adults to participate in their child's learning, basic technology skills for participation in daily life and Skills for Work which delivers free training to low skilled staff in eligible businesses. These courses are available on a county outreach basis. Free and Confidential. One-to-one tuition available as well as group tuition. Annually ABE recruits and trains Volunteer Literacy Tutors across Kerry.

**ESOL (English for Speakers of Other Languages)**

The Kerry ETB Adult Literacy and Basic Education (ABE) programme provides free ESOL classes to unemployed EU citizens, refugees and asylum seekers who are assessed as: ESOL Pre-Entry, ESOL Level 1, ESOL Level 2, ESOL Level 3, or ESOL Level 4. To access ESOL classes learners must be referred to Kerry ETB by one of the following organisations: INTREO/Department of Social Protection, LES (Local Employment Service), Turas Nua, Killarney Asylum Seekers Initiative (KASI) or Tralee International Resource Centre (TIRC).

Self-financing English language night classes are run in our Community Colleges and Adult Education Centres around the county. The levels of English in these classes can vary. Classes are run on need/demand basis. Minimum numbers (usually ten people) are needed to run a group. ESOL learners in employment can attend and pay for these classes. Spouses of individual in employment can also attend self-financing night classes.

**Community Education**  
*County Outreach to 115 community venues*

Provides adults, particularly those returning to education, with the opportunity to learn in their own community. Often courses are organised specifically for community groups, for example Active Retired Groups, Disability Groups, Women's Groups, Men's Sheds, Drama and Biodiversity Groups, etc. This programme encourages community participation and volunteering, combats social isolation and supports groups to advocate for the needs of their communities. Available countywide through a vast array of community settings. Nominal fees vary.

**Night Classes**  
*Tralee, Listowel, Causeway, Killarney, Caherciveen, Kenmare, Killorglin & Waterville*

Some Kerry ETB second level schools and all Adult Education Centres offer hobby and some accredited night classes in both the Autumn and Spring term. Fees vary. In the course listing pages these night classes are in the 'Other Funding' category.

## Kerry ETB Staff Contacts | Tralee

Centre	Contact Details
<b>Kerry ETB Head Office</b> Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry. V92 P2FE	<b>Colm Mc Evoy, Chief Executive</b> Email: cmcevoy@kerryetb.ie <b>Owen O'Donnell, Director of FET</b> Email: oodonnell@kerryetb.ie <b>Shivaun Shanahan, Adult Education Officer</b> Email: sshanahan@kerryetb.ie <b>Sharon Browne, Adult Education Officer</b> Email: sbrowne@kerryetb.ie Tel: 066 71 93 900 www.kerryetb.ie
<b>Kerry Adult Guidance and Information Service (KAGIS)</b> Kerry ETB Head Office, Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry. V92 P2FE  County Outreach Available	<b>Rico Stein, Co-ordinator,</b> Email: rstein@kerryetb.ie <b>Ita Lane, Guidance Counsellor</b> Email: ilane@kerryetb.ie <b>Angela O'Sullivan, Information Officer</b> Email: aosullivan@kerryetb.ie Tel. 066 7121300
<b>Kerry ETB Training Centre</b> Monavalley, Tralee, Co. Kerry. V92 PW50  County Outreach Available	<b>Nora O'Callaghan, Manager</b> Email: nocallaghan@kerryetbtrainingcentre.ie <b>John Doherty, Course Recruitment</b> Email: jdoherty@kerryetbtrainingcentre.ie Tel. 066 7126444 www.kerryetbtrainingcentre.ie
<b>Kerry College of Further Education</b> Clash, Tralee, Co. Kerry. V92 Y991	<b>Mary Lucey, Principal</b> Email: principal@kerryfe.ie Tel: 066 7121741 www.kerryfe.ie
<b>Tralee VTOS</b> Teach Eolas, Clash, Tralee, Co. Kerry. V92 YE27	<b>Mary Sheehy /Jim Crowley Co-ordinators</b> Tel. 066 7121041 • www.traleevtos.ie Email: traleevtos@eircom.net

Centre	Contact Details
<b>Community Education</b> Kerry ETB Head Office  County Outreach Available	Contact Kerry ETB Centre Managers directly in the Kerry ETB rural Adult Education Centres. For other locations contact:  <b>Michelle Anne Houlihan</b> , <i>Community Education Facilitator</i> . Tel. 066 7193900 Email: mhoulahan@kerryetb.ie www.kerryetb.ie
<b>BTEI (Back to Education Initiative)</b> Kerry ETB Head Office  County Outreach Available	Contact Kerry ETB Centre Managers directly in the Kerry ETB rural Adult Education Centres. For other locations contact:  <b>Marianne Marshall</b> , <i>BTEI County Co-ordinator</i> Tel. 066 7193900 Email: mmarshall@kerryetb.ie
<b>Employer Engagement</b> Kerry ETB Head Office  County Outreach Available	<b>Sharon Browne</b> , <i>AEO, Employer Engagement Point of Contact</i> Tel. 066 7193900 Email: sbrowne@kerryetb.ie
<b>Adult Literacy and Basic Education</b> Áras an Phobail, Dean's Lane, Tralee, Co. Kerry. V92 CRW8	<b>Aoife McCormack</b> , <i>County Adult Literacy Organiser</i> , (Kerry ETB Head Office) Tel. 066 71 93900 Email: amccormack@kerryetb.ie  <b>Maeve Touhy</b> , <i>Adult Literacy Organiser</i> Tel. 066 7124114 Email: traleeabe@staff.kerryetb.ie  <b>Tracy Corridon</b> , <i>ESOL Resource Worker</i> Tel. 066 7124114 Email: esol@staff.kerryetb.ie  <b>Ger Ferris</b> , <i>Basic Education for the Workplace Co-ordinator</i> Tel. 066 7124114 Email: workplaceadabe@staff.kerryetb.ie
<b>KDYS Youthreach</b> KDYS Denny Street, Tralee, Co. Kerry. V92 FF6F	<b>Rena Powell</b> , <i>Leaving Certificate Applied Co-ordinator</i> Tel. 066 7121674 Email: renapowell@kdys.ie  <b>Maaïke Verhuizen</b> , <i>Transforum Alley Co-ordinator</i> Tel. 066 7121674 Email: maaïkeverhuizen@kdys.ie
<b>Coláiste Gleann Lú</b> Clash, Tralee, Co. Kerry. V92 XR81	<b>Mervin Clifford</b> , <i>Director of Adult Education</i> Tel. 066 7122552 Email: eveningclasses@gleannli.ie

## Kerry ETB Staff Contacts | Listowel

Centre	Contact Details
<b>North Kerry College of Further Education</b> Upper Church Street, Listowel, Co. Kerry. V31 WD34	<b>Stephen Goulding</b> , <i>Principal</i> Email: principal@northkerrycollege.ie  <b>Clare McGrath</b> , <i>PLC Co-ordinator</i> Email: plc@northkerrycollege.ie  <b>Maria Fitzgerald</b> , <i>Director of Adult Education</i> (Night Classes, BTEI and Community Education). Email: adulted@northkerrycollege.ie  Tel. 068 21023 / 068 22628 www.northkerrycollege.ie
<b>Listowel VTOS</b> , North Kerry College of Further Education, Upper Church Street, Listowel, Co. Kerry. V31 WD34	<b>Rena Liston</b> , <i>Co-ordinator</i> Tel. 068 21023 / 068 22628 Email: vtos@northkerrycollege.ie
<b>Adult Literacy and Basic Education</b> 58 Church Street, Listowel, Co. Kerry. V31 HW60	<b>Mary Barrett Swaine</b> , <i>District Literacy Education Organiser</i> Tel. 068 23866 Email: listowelabe@staff.kerryetb.ie
<b>Listowel Youthreach</b> , Upper Church Street, Listowel, Co. Kerry. V31 C671	<b>Tim O'Connor</b> , <i>Co-ordinator</i> Tel. 068 23744 Email: toconnor@kdys.ie
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Rico Stein</b> , <i>Co-ordinator</i> Tel. 087 2486074 Email: rstein@kerryetb.ie

## Kerry ETB Staff Contacts | Causeway

Centre	Contact Details
<b>An Tochar Adult Education Centre</b> An Tochar Adult Education Centre, Causeway, Co. Kerry. V92 HY52	<b>Nora Knapp</b> , <i>Centre Manager</i> Tel. 066 7131977 Email: antochar@eircom.net www.antochar.ie
<b>Kerry Adult Guidance and Information Service (KAGIS)</b> County Outreach Available	<b>Rico Stein</b> , <i>Co-ordinator</i> Tel. 087 2486074 Email: rstein@kerryetb.ie

## Kerry ETB Staff Contacts | Killarney

Centre	Contact Details
<b>Killarney Community College</b> New Road, Killarney, Co. Kerry. V93 NA48.	<b>John Keane, PLC &amp; Night Classes Co-ordinator</b> Tel. 064 6632008 Email: kccadulthoodeducation@eircom.net www.killarneycommunitycollege.com
<b>Killarney VTOS</b> Ivy House, New Street Carpark, Killarney, Co. Kerry. V93 V127	<b>Mary O'Connor, Co-ordinator</b> Tel. 064 6637757 Email: killarneyvtos@eircom.net
<b>Adult Literacy &amp; Basic Education</b> First Floor, 37 High Street, Killarney, Co. Kerry. V93 NTCO	<b>Mary Concannon, Adult Literacy Organiser</b> Tel. 064 6636990 Email: killarneyabe@staff.kerryetb.ie
<b>Killarney Youthreach</b> KDYS Youth Centre, Fairhill, Killarney, Co. Kerry. V93 W0FH	<b>John Adams, Co-ordinator</b> Tel. 064 6631748 Email: johnadams@kdys.ie
<b>Kerry Adult Guidance and Information Service (KAGIS)</b> County Outreach Available	<b>Rico Stein, Co-ordinator</b> Tel. 087 2486074 Email: rstein@kerryetb.ie

## Kerry ETB Staff Contacts | Killorglin

Centre	Contact Details
<b>Adult Literacy and Basic Education</b> The Lodge, Iveragh Park, Killorglin, Co. Kerry. V93 AY09.	<b>Jenny O'Reilly, Adult Literacy Organiser</b> Tel. 066 9790765 Email: killorglinabe@staff.kerryetb.ie
<b>VTOS</b> Vocational Training Opportunities Scheme The Lodge, Iveragh Park, Killorglin, Co. Kerry. V93 AY09.	<b>Joe Brennan, Co-ordinator</b> Tel. 066 9762748 Email: vtossouthkerry@eircom.net
<b>Youthreach</b> The Lodge, Iveragh Park, Killorglin, Co. Kerry. V93 AY09.	<b>Joe Brennan, Co-ordinator</b> Tel. 066 9762748 Email: vtossouthkerry@eircom.net
<b>Killorglin Community College</b> Langford Street, Killorglin, Co. Kerry. V93 PY05.	<b>Brian Doolan, Director of Adult Education</b> Tel. 066 976 1168 / 087 987 85 08 Email: adulated@Killorglincc.ie
<b>Kerry Adult Guidance and Information Service (KAGIS)</b> County Outreach Available	<b>Rico Stein, Co-ordinator</b> Tel. 087 2486074 Email: rstein@kerryetb.ie

## Kerry ETB Staff Contacts | Dingle

Centre	Contact Details
<b>Ionad Breisoideachais agus Oiliúna BOO Chiarraí,</b> Sráid na nGabhar, Daingean Uí Chúis, Co. Chiarraí. V92 F952.	<b>Eithne Boland, Centre Manager</b> Tel. 086 8158678 Email: eboland@kerryetb.ie
<b>Kerry ETB Further Education &amp; Training Centre,</b> Rice House, Goat Street, Dingle, Co. Kerry. V92 F952	
<b>Ionad Breisoideachais agus Oiliúna BOO Chiarraí,</b> Sráid na nGabhar, Daingean Uí Chúis, Co. Chiarraí. V92 F952	<b>Bill McConnell, Adult Literacy Organiser</b> Tel. 066 9150933 Email: dingleabe@staff.kerryetb.ie
<b>Adult Literacy and Basic Education (ABE)</b> Rice House, Goat Street, Dingle, Co. Kerry. V92 F952	
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Ita Lane, Guidance Counsellor</b> Tel. 087 2486073 Email: ilane@kerryetb.ie

## Kerry ETB Staff Contacts | Castleisland

Centre	Contact Details
<b>Adult Literacy and Basic Education (ABE)</b> Castleisland Community Centre, Castleisland, Co. Kerry. V92 C785	<b>Deirdre Fitzgerald, District Literacy Education Organiser</b> Tel. 086 0460506 Email: castleislandabe@staff.kerryetb.ie
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Ita Lane, Guidance Counsellor</b> Tel. 087 2486073 Email: ilane@kerryetb.ie

## Kerry ETB Staff Contacts | Caherciveen

Centre	Contact Details
<b>O'Connell Adult Education Centre</b> Carhan Road, Caherciveen, Co. Kerry. V23 X235	<b>Sinéad Geary</b> , <i>Centre Manager</i> Tel. 066 9472414 Email: manager@oconnellcentre.ie www.oconnellcentre.ie
<b>Adult Literacy and Basic Education</b> O'Connell Adult Education Centre, Carhan Road, Caherciveen, Co. Kerry. V23 X235	<b>Deirdre Fitzgerald</b> , <i>District Literacy Education Organiser</i> Tel. 066 9473166 Email: caherciveenabe@staff.kerryetb.ie
<b>VTOS</b> (Vocational Training Opportunities Scheme), O'Connell Adult Education Centre, Caherciveen, Co. Kerry. V23 X235	<b>Joe Brennan</b> , <i>Co-ordinator</i> Tel. 066 9472414 Email: vtossouthkerry@eircom.net
<b>Youthreach</b> O'Connell Adult Education Centre, Caherciveen, Co. Kerry. V23 X235	<b>Joe Brennan</b> , <i>Co-ordinator</i> Tel. 066 9472414 Email: vtossouthkerry@eircom.net
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Ita Lane</b> , <i>Guidance Counsellor</i> Tel. 087 2486073 Email: ilane@kerryetb.ie

## Kerry ETB Staff Contacts | Kenmare

Centre	Contact Details
<b>Kenmare Adult Education Centre</b> Bell Heights, Kenmare, Co. Kerry. V93 K5CV	<b>Michael Broderick</b> , <i>Centre Manager</i> Tel. 064 6641157 Email: manager@kenmareaec.ie www.kenmareaec.ie
<b>Adult Literacy and Basic Education</b> Kenmare Adult Education Centre, Bell Heights, Kenmare, Co. Kerry. V93 K5CV	<b>Maggie O'Sullivan Graham</b> , <i>District Literacy Education Organiser</i> Tel. 064 6642728 Email: kenmareabe@staff.kerryetb.ie
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Ita Lane</b> , <i>Guidance Counsellor</i> Tel. 087 2486073 Email: ilane@kerryetb.ie

## Kerry ETB Staff Contacts | Waterville

Centre	Contact Details
<b>Tech Amergin</b> Adult Education & Arts Centre, Spunkane, Waterville, Co. Kerry. V23 A243	<b>Susan Walsh</b> , <i>Centre Manager</i> Tel. 066 9478956 Email: manager@techamergin.com www.techamergin.com
<b>Adult Literacy and Basic Education</b> Tech Amergin, Adult Education & Arts Centre, Spunkane, Waterville, Co. Kerry. V23 A243	<b>Deirdre Fitzgerald</b> , <i>District Literacy Education Organiser</i> Tel. 066 9473166 Email: caherciveenabe@staff.kerryetb.ie
<b>Kerry Adult Guidance &amp; Information Service (KAGIS)</b> County Outreach Available	<b>Ita Lane</b> , <i>Guidance Counsellor</i> Tel. 087 2486073 Email: ilane@kerryetb.ie



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KERRY EDUCATION  
AND TRAINING BOARD

### Centres





# HOW TO USE THIS COURSE DIRECTORY AND APPLY FOR COURSES



In the following pages you will find a summary listing of our 2017/2018 courses.

- The '**Course Title**' is listed in each section with the location of that course underneath. The public are welcome to contact staff in our Centres directly. You will find contact details for all the Kerry ETB Centres organised by town on pages 9-15.
- In the '**Category**' column of the listing you will be able to tell what type of a course it is, for example, PLC, VTOS or Traineeship. You can find out more about each one on pages 6-8 (for example, Who is it for? Are there fees? Is there a Training Allowance? Is there a subsidy for childcare costs built into the course you are considering choosing? Are SUSI grants available for that course?).
- Information on funding and supports is available on pages 44-49
- Courses are held at various times during the week, you will see from the '**Time**' column if the course is run by Day (D), Evening (E) or Evening Course with some Weekends (E/W).

For further information log on to **www.fetchcourses.ie**

Additional courses may be scheduled during the year and these will appear on **www.fetchcourses.ie**

## Animal Care & Horticulture

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Animal Care</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Animal Care</b> (5M2768) <i>An Tochar, Causeway</i>	5	18/09/2017	18/05/2018	9	W/E	BTEI Groups
<b>Animal Grooming</b> (5N0752) <i>An Tochar, Causeway</i>	5	11/10/2017	19/12/2017	6	D	Evening Training
<b>Gardening on a Budget</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	20/09/2017	18/10/2017	2.30	E	Other Funding
<b>Growing Plants on a Budget</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	03/10/2017	07/11/2017	2	E	Other Funding
<b>Horticulture</b> (QQI) <i>O'Connell Adult Education Centre, Caherciveen</i>	3	13/09/2017	13/12/2017	3	D	BTEI Groups
<b>Horticulture</b> (4M1994) <i>An Tochar, Causeway</i>	4	21/09/2017	25/01/2018	4	D	BTEI Groups
<b>Horticulture Full Award</b> (QQI) <i>Kenmare Adult Education Centre, Kenmare</i>	5	18/09/2017	31/05/2018	16	D	BTEI Groups
<b>Veterinary Assistant</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC



## Foundation Courses, General Learning, Employability Skills & Leaving Certificate for Adults

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Reading, Writing, Spelling, Basic Maths, ESOL, Skills for Work and Family Learning</b> <i>Adult Literacy &amp; Basic Education: Tralee, Killarney, Listowel, Castlesland, Killorglin, Caherciveen, Waterville, Kenmare, Dingle</i>	Varies	Continuous Intake	Varies	Varies	Varies	Adult Literacy & Basic Education
<b>Communications &amp; Career Options</b> <i>BTEI Programme, Tralee CDP</i>	3	12/09/2017	9/12/2017	3	D	BTEI Groups
<b>Communications &amp; Career Options</b> <i>BTEI Programme, Tralee CDP</i>	3	13/09/2017	12/12/2017	2.5	D	BTEI Groups
<b>Deciding Your Future</b> <i>Kerry Training Centre, Tralee</i>	N/A	09/10/2017	22/12/2017	33	D	Bridging and Foundation Training
<b>Employability Skills (Adults)</b> <i>Tralee VTOS, Tralee</i>	3	28/08/2017	01/06/2018	30	D	VTOS Core
<b>Employability Skills</b> <i>Listowel VTOS, Listowel</i>	4	04/09/2017	01/06/2018	28	D	VTOS Core
<b>Employability Skills (1718)</b> <i>Killarney VTOS, Killarney</i>	4	29/08/2017	01/06/2018	30	D	VTOS Core
<b>Employer Based Training</b> <i>National Learning Network, Tralee</i>	5	Continuous Intake		33.15	D	Specialist Training Providers
<b>Employment Skills (Adults)</b> <i>Tralee VTOS, Tralee</i>	4	28/08/2017	01/06/2018	30	D	VTOS Core
<b>General Learning (4M2010)</b> <i>South Kerry VTOS - Youthreach, Killorglin</i>	4	04/09/2017	01/06/2018	24	D	VTOS Core
<b>General Learning</b> <i>Transforum Alley, Tralee</i>	2	04/09/2017	27/07/2018	30	D	Youthreach
<b>General Learning</b> <i>Transforum Alley, Tralee</i>	3	04/09/2017	27/07/2018	30	D	Youthreach
<b>General Learning</b> <i>Killarney Youthreach, Killarney</i>	3	04/09/2017	13/07/2018	28	D	Youthreach
<b>General Learning</b> <i>Listowel VTOS, Listowel</i>	3	04/09/2017	01/06/2018	28	D	VTOS Core
<b>General Learning</b> <i>South Kerry VTOS - Youthreach, Killorglin</i>	3	04/09/2017	02/06/2018	24	D	VTOS Core
<b>General Learning</b> <i>South Kerry VTOS - Youthreach, Caherciveen</i>	3	04/09/2017	01/06/2018	22	D	VTOS Core
<b>General Learning</b>	3	04/09/2017	01/06/2018	24	D	Youthreach

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<i>South Kerry VTOS - Youthreach, Killorglin</i>						
<b>General Learning</b> <i>Transforum Alley, Tralee</i>	4	04/09/2017	27/07/2018	30	D	Youthreach
<b>General Learning</b> <i>Listowel Youthreach, Listowel</i>	4	31/08/2017	04/07/2018	28	D	Youthreach
<b>General Learning</b> <i>Killarney Youthreach, Killarney</i>	4	04/09/2017	13/07/2018	28	D	Youthreach
<b>General Learning (Adults)</b> <i>Tralee VTOS, Tralee</i>	4	28/08/2017	01/06/2018	30	D	VTOS Core
<b>General Learning</b> <i>South Kerry VTOS - Youthreach, Killorglin</i>	4	04/09/2017	01/06/2018	22	D	Youthreach
<b>General Learning</b> <i>South Kerry VTOS - Youthreach, Caherciveen</i>	4	04/09/2017	01/06/2018	22	D	Youthreach
<b>General Learning</b> <i>South Kerry VTOS - Youthreach, Caherciveen</i>	4	04/09/2017	01/06/2018	24	D	VTOS Core
<b>General Learning</b> <i>Tralee VTOS, Tralee</i>	4	28/08/2017	01/06/2018	30	D	Youthreach
<b>General Office Skills (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	26/09/2017	23/01/2018	3	D	BTEI Groups
<b>Leaving Certificate Applied Programme</b> <i>Youthreach (Tralee) LC Applied, Tralee</i>	4	11/09/2017	20/07/2018	28	D	Youthreach
<b>Leaving Certificate for Adults</b> <i>Tralee VTOS, Tralee</i>	4/5	28/08/2017	14/06/2019	30	D	VTOS Core
<b>Leaving Certificate for Youthreach</b> <i>Tralee VTOS, Tralee</i>	4/5	28/08/2017	14/06/2019	30	D	Youthreach
<b>Listowel Youthreach</b> <i>Listowel Youthreach, Listowel</i>	3	01/09/2017	05/07/2018	28	D	Youthreach
<b>Skills Based</b> <i>National Learning Network, Tralee</i>	3	Continuous Intake		33.15	D	Specialist Training Providers
<b>VTOS &amp; Youthreach South Kerry Yr 1</b> <i>South Kerry VTOS - Youthreach, Caherciveen</i>	3	04/09/2017	01/06/2018	24	D	Youthreach

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Arts & Performance

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Acrylics Advanced</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Acrylics for Beginners</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Advanced Art Certificate (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	6	18/09/2017	31/05/2018	16	D	BTEI Groups
<b>Advanced Art, Craft and Design</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Appreciation of Art, Craft &amp; Design (5N0755)</b> <i>Tech Amergin, Waterville</i>	5	02/10/2017	30/03/2018	3	D	BTEI Groups
<b>Art</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Art</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	02/10/2017	27/11/2017	2	D	Other Funding
<b>Art</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	02/10/2017	27/11/2017	2	E	Other Funding
<b>Art</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	03/10/2017	28/11/2017	2	D	Other Funding
<b>Art</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	03/10/2017	28/11/2017	2	E	Other Funding
<b>Art - Painting for Pleasure</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	02/10/2017	27/11/2017	2	D	Other Funding
<b>Art and Design (QQI)</b> <i>An Tochar, Causeway</i>	3	02/10/2017	08/12/2017	4	D	BTEI Groups
<b>Art, Craft &amp; Design (Portfolio Preparation Course)</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Ceramics &amp; Design (QQI)</b> <i>An Tochar, Causeway</i>	4	04/10/2017	23/01/2018	2.30	D	BTEI Groups
<b>Ceramics (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	26/09/2017	10/02/2018	3	D	BTEI Groups
<b>Combined Materials</b> <i>An Tochar, Causeway</i>	5	27/09/2017	16/01/2018	5	D	BTEI Groups
<b>Combined Materials (5N0764)</b> <i>Tech Amergin, Waterville</i>	5	02/10/2017	30/03/2018	3	D	BTEI Groups
<b>Create Your Own Fascinator</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	07/11/2017	2	E	Other Funding

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Creative Writing</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>Dance and Music</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Dance and Performance Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Drama</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	11/09/2017	02/10/2017	2	E	Other Funding
<b>Drawing and Sketching</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	2	E	Other Funding
<b>Dressmaking / Design</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	03/10/2017	21/11/2017	2	E	Other Funding
<b>Exhibition Techniques (6N3427)</b> <i>Tech Amergin, Waterville</i>	6	03/10/2017	31/03/2018	3	D	BTEI Groups
<b>Flower Arranging</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	02/10/2017	13/11/2017	2	E	Other Funding
<b>Guitar</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	02/10/2017	20/11/2017	2	E	Other Funding
<b>Interior Design Ideas on a Budget</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	03/10/2017	21/11/2017	2	E	Other Funding
<b>Introduction to Art and Design</b> <i>Shannow FRC, Abbeydorney</i>	3	16/11/2017	07/12/2017	2.30	D	BTEI Programme
<b>Introduction to Interior Design</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	07/11/2017	2	E	Other Funding
<b>Music and Theatre Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Music Performance</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Music Technology</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Painting (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	29/09/2017	26/01/2018	4	D	BTEI Groups

D (Day), E (Evening), E/W (Evening Course with some Weekends)



## Media, Multi Media & Photography

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Advanced Digital Photography</b> (6N3589) <i>Tech Amergin, Waterville</i>	6	05/10/2017	04/04/2018	3	E	BTEI Groups
<b>Advanced Digital Photography</b> <b>Portrait &amp; Product</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>Broadcast Production Skills - Film &amp; TV</b> <i>Kerry Training Centre, Tralee</i>	5	11/09/2017	28/09/2018	33.15	D	Specific Skills Training
<b>Digital Media Production</b> <i>Kerry Training Centre, Tralee</i>	5	18/09/2017	23/02/2018	33.15	D	Specific Skills Training
<b>Digital Photography</b> (5N1270) <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Digital Photography for Beginners</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	21/11/2017	2	E	Other Funding
<b>Foundation in Media</b> <i>Kerry Training Centre, Tralee</i>	3	06/02/2018	19/05/2018	33.15	D	Specific Skills Training
<b>Intermediate Digital Photography</b> (5N1270) <i>Tech Amergin, Waterville</i>	5	03/10/2017	31/03/2018	3	E	BTEI Groups
<b>Introduction to Digital Photography</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	14/11/2017	2	E	Other Funding
<b>Media Techniques - Radio</b> <i>Kerry Training Centre, Tralee</i>	5	16/10/2017	19/10/2018	33.15	D	Specific Skills Training
<b>Multi-Media Centre</b> <i>Kerry Training Centre, Tralee</i>	Varies	Continuous Intake		Varies	D	Specific Skills Training
<b>Multimedia with Graphic Design</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Photography</b> (Improvers) <i>Coláiste Gleann Lú, Tralee</i>	N/A	03/10/2017	21/11/2017	2	E	Other Funding
<b>Photography</b> Beginners <i>Coláiste Gleann Lú, Tralee</i>	N/A	02/10/2017	20/11/2017	2	E	Other Funding
<b>Photography</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	37	D	PLC
<b>Photography</b> (QQI) <i>An Tochar, Causeway</i>	6	25/09/2017	09/02/2018	4	D	Evening Training
<b>Radio Broadcasting Foundation</b> <i>Kerry Training Centre, Tralee</i>	5	14/08/2017	06/10/2017	33.15	D	Specific Skills Training
<b>Sound Production</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC

## Languages & Communication

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Communications</b> <i>Kerry College of Further Education, Tralee</i>	6	25/09/2017	12/01/2018	4	E	BTEI Programme
<b>Conversational Spanish</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>Intermediate English</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Irish</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	21/11/2017	2	E	Other Funding
<b>Irish</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	2	E	Other Funding
<b>Irish Sign Language</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	02/10/2017	20/11/2017	2	E	Other Funding
<b>Language and European Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Spanish Beginners</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Spanish for Travel / Holidays</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	02/10/2017	20/11/2017	2	E	Other Funding
<b>Spanish Improvers</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	2	E	Other Funding





## Business, Entrepreneurship & Administration

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Business Administration</b> <i>Kerry Training Centre, Tralee</i>	5	18/09/2017	10/08/2018	33.15	D	Specific Skills Training
<b>Business &amp; Marketing Management</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Business Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Certificate in Accounting &amp; Finance (ACCA)</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Customer Service</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Customer Service (4N1989)</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	4	28/09/2017	07/12/2017	4	D	BTEI Groups
<b>Entrepreneurial Skills (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	28/09/2017	01/03/2018	2.30	D	BTEI Groups
<b>Entrepreneurship</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Entrepreneurship &amp; Project Management</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Medical Administration</b> <i>Kerry Training Centre, Tralee</i>	5	04/09/2017	29/06/2018	33.15	D	Traineeship Training
<b>Office Administration</b> <i>Killarney Community College, Killarney</i>	5	19/09/2017	28/04/2018	28	D	PLC
<b>Office Administration for Business</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Office Administration Legal Secretary</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Office Administration Medical Secretary</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Office Administration Medical Secretary</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Office Administration with Computer Applications</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Office Management</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Office Procedures</b> <i>BTEI Programme, Tralee CPD</i>	3	29/9/2017	28/12/2018	2	D	BTEI Groups

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Reception and Clerical Skills</b> <i>Kerry Training Centre, Killarney</i>	5	13/11/2017	30/03/2018	33.15	D	Specific Skills Training
<b>Reception and Customer Care</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Reception and Frontline Office Skills</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Secretarial Studies - Medical &amp; Legal</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Starting Your Own Business</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	21/11/2017	2	E	Other Funding
<b>Supervisory Management</b> <i>Kerry Training Centre, Tralee</i>	6	25/09/2017	04/12/2017	6	E	Evening Training
<b>Team Leadership</b> 6N1948 <i>An Tochar, Causeway</i>	6	30/09/2017	03/03/2018	6.30	D	Evening Training

## Sales & Marketing

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Business with Marketing/Administration</b> <i>North Kerry College of Further Education, Listowel</i>	6	06/09/2017	01/06/2018	7	D	PLC
<b>Digital Marketing and e-Commerce</b> <i>Kerry Training Centre, Tralee</i>	5	09/10/2017	22/06/2018	33.15	D	Specific Skills Training
<b>Retail Selling</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Retail Skills</b> <i>National Learning Network, Tralee</i>	4	Continuous Intake		33.15	D	Specialist Training Providers
<b>Retail Skills Health and Beauty</b> <i>Kerry Training Centre, Tralee</i>	4	21/08/2017	25/05/2018	33.15	D	Traineeship Training

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Accounting, Finance & Payroll

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Accounting Manual &amp; Computerised (QQI)</b> <i>Killarney Community College, Killarney</i>	5	26/09/2017	24/04/2018	2	E	Other Funding
<b>Accounting Technician</b> <i>Killarney Community College, Killarney</i>	6	26/09/2017	17/05/2018	3	E	Other Funding
<b>Accounting Technicians Ireland (1st Year)</b> <i>Kerry Training Centre, Tralee</i>	6	11/09/2017	22/06/2018	33.15	D	Specific Skills Training
<b>Accounting Technicians Ireland (2nd Year)</b> <i>Kerry Training Centre, Tralee</i>	6	11/09/2017	22/06/2018	33.15	D	Specific Skills Training
<b>Book-Keeping Manual &amp; Computerised</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	27/11/2017	6	E	Evening Training
<b>Book-Keeping Manual &amp; Computerised (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	5	25/09/2017	14/02/2018	6	D	BTEI Groups
<b>Diploma in Accounting &amp; Finance (ACCA)</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Manual &amp; Computerised Payroll &amp; Book-Keeping</b> <i>Kerry Training Centre, Tralee</i>	5	05/03/2018	11/05/2018	33.15	D	Specific Skills Training
<b>Manual &amp; Computerised Payroll &amp; Book-Keeping</b> <i>Kerry Training Centre, Killarney</i>	5	15/05/2018	20/07/2018	33.15	D	Specific Skills Training
<b>Payroll - Manual &amp; Computerised</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	27/11/2017	6	E	Evening Training
<b>Spreadsheet Methods (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	05/10/2017	08/02/2018	4	D	BTEI Groups

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Culinary Arts & Hospitality

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Advanced Professional Cookery</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Baking, Pastries and Breads</b> <i>Coldiste Gleann Lí, Tralee</i>	N/A	03/10/2017	14/11/2017	2	E	Other Funding
<b>Cake Decoration</b> <i>An Tochar, Causeway</i>	N/A	16/10/2017	24/11/2017	2	E	Other Funding
<b>Catering</b> <i>National Learning Network, Tralee</i>	4	Continuous Intake		33.15	D	Specialist Training Providers
<b>Catering</b> <i>Community Training Centre, Tralee</i>	4	Continuous Intake		33.15	D	Specialist Training Providers
<b>Cooking</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Culinary Skills</b> <i>BTEI Programme, Shannow FRC, Abbeydorney</i>	3	19/09/2017	26/01/2018	3	E	BTEI Groups
<b>Food and Beverage Service Traineeship</b> <i>Kerry Training Centre, Killarney</i>	4	23/10/2017	11/05/2018	33.15	D	Traineeship Training
<b>Food Preparation &amp; Cooking (Culinary Arts)</b> <i>Kerry Training Centre, Dingle</i>	4	16/10/2017	09/03/2018	33.15	D	Specific Skills Training
<b>Food Preparation &amp; Cooking (Culinary Arts)</b> <i>Kerry Training Centre, Tralee</i>	4	07/05/2018	21/09/2018	33.15	D	Specific Skills Training
<b>Hotel and Catering</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Professional Bartending (Cocktails)</b> <i>An Tochar, Causeway</i>	4	02/10/2017	03/11/2017	12	D	Evening Training
<b>Professional Cookery</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Professional Cookery</b> <i>Kenmare Adult Education Centre, Kenmare</i>	5	18/09/2017	31/05/2018	16	D	BTEI Groups
<b>Professional Cookery</b> <i>An Tochar, Causeway</i>	5	18/09/2017	04/05/2018	8	D	BTEI Groups

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Information and Communication Technologies (ICTs)

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Advanced Software Development</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Computer Applications (4N1112)</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	4	13/09/2017	13/12/2017	3.30	D	BTEI Groups
<b>Computer Basics (Equal Skills)</b> <i>Kerry Training Centre, Tralee</i>	2	25/09/2017	04/12/2017	3	E	Evening Training
<b>Computer Basics and Social Networking</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	03/10/2017	14/11/2017	2	E	Other Funding
<b>Computer Games Design and Development</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Computers for Absolute Beginners</b> <i>Killarney Community College, Killarney</i>	N/A	28.09.2017	30.11.2017	2	E	Other Funding
<b>Computers for Farmers</b> <i>Community Education Programme, Castleisland</i>	N/A	03/10/2017	11/11/2017	2	E	Community Education
<b>Computers for Farmers</b> <i>Community Education Programme, Dingle</i>	N/A	04/10/2017	14/11/2017	2	E	Community Education
<b>Digital Media Technology (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	4	02/10/2017	07/02/2018	4	D	BTEI Groups
<b>Digital Media Technology (4N1858)</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	4	22/09/2017	15/12/2017	4	D	BTEI Groups
<b>Digital Web Design</b> <i>Kerry Training Centre, Tralee</i>	5	02/10/2017	09/03/2018	33.15	D	Specific Skills Training
<b>ECDL - Web Editing</b> <i>Kerry Training Centre, Tralee</i>	4	26/09/2017	28/11/2017	3	E	Evening Training
<b>ECDL Spreadsheet Advanced</b> <i>Kerry Training Centre, Tralee</i>	5	27/09/2017	29/11/2017	3	E	Evening Training
<b>ECDL Version 6</b> <i>Kerry Training Centre, Tralee</i>	4	26/02/2018	29/06/2018	33.15	D	Specific Skills Training
<b>ECDL Version 6</b> <i>Kerry Training Centre, Tralee</i>	4	18/09/2017	11/12/2017	6	E	Evening Training
<b>ECDL Version 6</b> <i>Kerry Training Centre, Killorglin</i>	4	18/09/2017	11/12/2017	6	E	Evening Training
<b>ECDL Word Processing Advanced</b> <i>Kerry Training Centre, Tralee</i>	5	26/09/2017	28/11/2017	3	E	Evening Training
<b>ICT Skills (1718)</b> <i>Killarney VTOS, Killarney</i>	4	29/08/2017	01/06/2018	30	D	VTOS Core

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>ICT Skills Youthreach</b> <i>Killarney VTOS, Killarney</i>	4	29/08/2017	01/06/2018	30	D	Youthreach
<b>Improvers Computers</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Information and Communications Technology</b> <i>Listowel VTOS, Listowel</i>	4	04/09/2017	01/06/2018	28	D	VTOS Core
<b>Information Processing/Computer Applications</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Information Technology</b> <i>National Learning Network, Tralee</i>	5	Continuous Intake		33.15	D	Specialist Training Providers
<b>Information Technology by Distance Learning</b> <i>National Learning Network, Tralee</i>	5	Continuous Intake		33.15	D	Specialist Training Providers
<b>Information Technology Skills</b> <i>Kerry Training Centre, Tralee</i>	4	26/09/2017	28/11/2017	3	E	Evening Training
<b>Information Technology Skills</b> <i>Community Training Centre, Tralee</i>	4	Continuous Intake		33.15	D	Specialist Training Providers
<b>Intoduction to Social Media</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>Introduction to Computers</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>IT Support Specialist (Traineeship)</b> <i>Kerry Training Centre, Tralee</i>	Industry/5	25/06/2018	14/06/2019	33.15	D	Traineeship Training
<b>My SQL</b> <i>Kerry Training Centre, Tralee</i>	Industry/5	07/05/2018	19/10/2018	33.15	D	Specific Skills Training
<b>Smart Phones and Tablets</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	19/09/2017	24/10/2017	2	D	Other Funding
<b>Software Development</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Healthcare & Nursing

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Care of Older Person</b> (QQI) <i>Killarney Community College, Killarney</i>	5	28/09/2017	21/12/2017	3	E	Other Funding
<b>Care of the Older Person</b> (QQI) <i>Kenmare Adult Education Centre, Kenmare</i>	5	27/09/2017	24/04/2018	3	D	BTEI Groups
<b>Care Of The Older Person</b> (5N2706) <i>An Tochar, Causeway</i>	5	02/10/2017	16/02/2018	3	E	BTEI Groups
<b>Care of the Older Person</b> (5N2706) <i>North Kerry College of Further Education, Listowel</i>	5	27/09/2017	13/02/2018	3	W/E	Other Funding
<b>Care of the Older Person</b> (17004) <i>Kerry College of Further Education, Tralee, Tralee</i>	5	21/09/2017	10/01/2018	4	E	BTEI Groups
<b>Care of the Older Person</b> (17119) <i>Kerry College of Further Education, Tralee,</i>	5	21/09/2017	10/01/2018	4	E	BTEI Groups
<b>Care Skills</b> (17001) <i>Kerry College of Further Education, Tralee</i>	5	21/09/2017	10/01/2018	4	E	BTEI Groups
<b>Care Skills</b> (HCS 5M4339) (17126) <i>Kerry College of Further Education, Tralee</i>	5	18/09/2017	05/01/2018	4	D	BTEI Groups
<b>Care Support</b> (HCS 5M4339) (17117) <i>Kerry College of Further Education, Tralee</i>	5	19/09/2017	03/02/2018	4	D	BTEI Groups
<b>Carers</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Certificate in Mental Health in Community</b> <i>Killarney Community College, Killarney</i>	6	28/09/2017	18/05/2018	3	E/W	Other Funding
<b>Challenging Behaviour</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Emergency Services</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Health Services Supervisory Management</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Healthcare - Work Experience</b> (5N1356) <b>with Care Support</b> (5N0758) <i>O'Connell Adult Education Centre, Caherciveen</i>	5	06/09/2017	13/12/2017	10	D	BTEI Groups
<b>Healthcare Support</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	10/08/2018	33.15	D	Traineeship Training
<b>Healthcare Support</b> (5M4339) <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Healthcare Support</b> (5M4339) <i>An Tochar, Causeway</i>	5	18/09/2017	31/05/2018	16	D	BTEI Groups

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Healthcare Support</b> Full Award (QQI) <i>Kenmare Adult Education Centre, Kenmare</i>	5	18/09/2017	31/05/2018	15	D	BTEI Groups
<b>Introduction into Health Care</b> <i>BTEI Programme, Tralee KCCE</i>	4/5	18/09/2017	05/01/2018	4	E/W	BTEI Groups
<b>Introduction to Healthcare</b> (17118) <i>Kerry College of Further Education, Tralee</i>	5	18/09/2017	05/01/2018	4	E	BTEI Groups
<b>Nursing Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Nursing Studies</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Nursing Studies with Maternity Care Skills</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Nursing Studies with Palliative Care Skills</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Palliative Care</b> (5N3769) <i>An Tochar, Causeway</i>	5	02/10/2017	12/03/2018	3	E	Evening Training
<b>Social and Vocational Integration/ Health Care Support</b> <i>North Kerry College of Further Education, Listowel</i>	6	06/09/2017	01/06/2018	22	D	PLC
<b>Social Legal and Health Issues</b> (17147) <i>BTEI Programme, Tralee</i>	6	14/09/2017	03/01/2018	4	E	BTEI Groups

## Social Studies, Youth Work & Psychology

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Applied Social Studies with Psychology</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Community Development &amp; Equality &amp; Diversity</b> (CDP) <i>BTEI Programme, Tralee</i>	5	06/09/2017	23/01/2018	4	D	BTEI Groups
<b>Foundation Course in Counselling</b> <i>An Tochar, Causeway</i>	6	06/10/2017	15/03/2018	14	D	Other Funding
<b>Psychology</b> (QQI) <i>Kenmare Adult Education Centre, Kenmare</i>	5	29/09/2017	06/04/2018	4	D	BTEI Groups
<b>Youth Work</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC



## Childcare, Special Needs & Parenting

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Advanced Disability Studies with Special Needs</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Advanced Montessori &amp; Childcare Management</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Caring For Children &amp; Child Development &amp; Play</b> <i>BTEI Programme, Tralee CDP</i>	3	15/09/2017	14/12/2017	4	D	BTEI Groups
<b>Child Development</b> (17151) <i>Tralee</i>	6	17/10/2017	03/03/2018	4	E	BTEI Groups
<b>Child Development and Play</b> <i>Kerry Training Centre, Tralee</i>	4	25/09/2017	04/12/2017	6	E	Evening Training
<b>Childcare</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Childcare with Montessori</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Creative Arts &amp; Out of School Care</b> (17146) <i>BTEI Programme, Tralee</i>	5	12/09/2017	09/12/2017	4	E	BTEI Groups
<b>Creative Studies for Special Needs</b> (6N1972) <i>Tech Amergin, Waterville</i>	6	02/10/2017	06/07/2018	4	D	BTEI Groups
<b>Early Childhood Arts &amp; Culture</b> (6N1936) <i>Tech Amergin, Waterville</i>	6	02/10/2017	06/07/2018	4	D	BTEI Groups
<b>Early Childhood Care and Education</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Early Childhood Care and Education</b> <i>North Kerry College of Further Education, Listowel</i>	6	06/09/2017	01/06/2018	22	D	PLC
<b>Inclusive Education and Training/ Special Needs Assisting</b> <i>North Kerry College of Further Education, Listowel</i>	6	06/09/2017	01/06/2018	22	D	PLC
<b>Caring For Children &amp; Child Development &amp; Play</b> <i>BTEI Programme, Tralee CDP</i>	3	15/09/2017	14/12/2017	4	D	BTEI Groups
<b>Introduction to Childcare</b> <i>BTEI Programme, Tralee</i>	4/5	21/09/2017	20/12/2017	4	E	BTEI Groups
<b>Incredible Years</b> <i>Community Education Programme, Tralee</i>	N/A	26/09/2017	30/12/2017	4	D	Community Education
<b>Incredible Years</b> <i>Community Education Programme, Listowel</i>	N/A	26/09/2017	30/12/2017	4	D	Community Education
<b>Special Needs Assistant</b> (QQI) <i>Killarney Community College, Killarney</i>	5	26/09/2017	19/12/2017	3	E	Other Funding

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Special Needs Assisting</b> (5N1786) <i>O'Connell Adult Education Centre, Caherciveen</i>	5	04/09/2017	29/01/2018	3	W/E	BTEI Groups
<b>Special Needs/Classroom Assistant</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Supervision in Childcare</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Supervision In Early Childhood Care</b> (6N1973) <i>North Kerry College of Further Education, Listowel</i>	6	27/09/2017	13/02/2018	3	W/E	Other Funding

## Nutrition & Wellbeing

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Nutrition and Healthy Options</b> (QQI) <i>An Tochar, Causeway</i>	3	04/10/2017	13/12/2017	3.30	E	BTEI Groups
<b>Beauty Body &amp; Complimentry Health</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	2	E	Other Funding
<b>Life &amp; Wellness Coaching</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	2	E	Other Funding
<b>Staying Healthy with Nutrition</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Staying Healthy with Nutrition</b> <i>Coláiste Gleann Lí, Tralee</i>	N/A	02/10/2017	20/11/2017	2	E	Other Funding

## Engineering, Manufacturing, Construction & Woodcraft

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>AutoCad</b> (Introduction) <i>Kerry Training Centre, Tralee</i>	N/A	25/09/2017	04/12/2017	3	E	Evening Training
<b>AutoCad Inventor</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>AutoCad Revit</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Building Construction</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>CAD - 3D Parametric Modelling</b> <i>Kerry Training Centre, Tralee</i>	5	24/09/2018	17/05/2019	33.15	D	Specific Skills Training
<b>CAD - Computer Aided Draughting and Design</b> <i>Kerry Training Centre, Tralee</i>	5	20/11/2017	06/07/2018	33.15	D	Specific Skills Training
<b>CAD 2D</b> <i>Kerry Training Centre, Tralee</i>	5	26/09/2017	7/11/2017	6	E	Evening Training
<b>Carpentry and Joinery</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Coded Pipe Welding</b> <i>Kerry Training Centre, Tralee</i>	Industry/6	13/08/2018	01/02/2019	33.15	D	Specific Skills
<b>Construction</b> <i>Community Training Centre, Tralee</i>	3	Continuous Intake		33.15	D	Specialist Training Providers
<b>Construction Ground Work Skills</b> <i>Kerry Training Centre, Tralee</i>	4	02/10/2017	05/01/2018	33.15	D	Specific Skills Training
<b>Electronic Technology</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Engineering Technology</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Engineering Technology</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Fibre Installation Technician</b> <i>Kerry Training Centre, Tralee</i>	4	04/09/2017	22/02/2018	33.15	D	Specific Skills Training
<b>Furniture Design and Making</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	1/6/2018	22	D	PLC
<b>Furniture Making, Restoration and Design</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Manual Arc Welding</b> <i>Kerry Training Centre, Tralee</i>	Industry/3	26/09/2017	05/12/2017	6	E	Evening Training

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Mechatronic Engineering</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Mig Welding</b> <i>Kerry Training Centre, Tralee</i>	Industry/3	25/09/2017	04/12/2017	6	E	Evening Training
<b>Milling</b> <i>Kerry Training Centre, Tralee</i>	4	25/09/2017	04/12/2017	6	E	Evening Training
<b>Overhead Lines Operative Traineeship</b> <i>Kerry Training Centre, Abbeydorney</i>	4	02/10/2017	08/06/2018	33.15	D	Traineeship Training
<b>TIG Welding</b> <i>Kerry Training Centre, Tralee</i>	Industry/3	25/09/2017	04/12/2017	6	E	Evening Training
<b>Traditional Stonewall Construction</b> <i>Kerry Training Centre, Tralee</i>	4	06/11/2017	22/06/2018	33.15	D	Specific Skills Training
<b>Turning</b> <i>Kerry Training Centre, Tralee</i>	4	25/09/2017	04/12/2017	6	E	Evening Training
<b>Welding</b> <i>Kerry Training Centre, Tralee</i>	Industry/4	28/08/2017	12/01/2018	33.15	D	Specific Skills Training
<b>Wind Turbine Maintenance Traineeship</b> <i>Kerry Training Centre, Tralee</i>	5	20/11/2017	17/08/2018	33.15	D	Traineeship Training
<b>Woodcraft for Women</b> <i>Community Education Programme, Waterville</i>	N/A	03/10/2017	11/11/2017	2	D	Community Education
<b>Woodwork Multi-Skills</b> <i>National Learning Network, Tralee</i>	4	Continuous Intake	33:15:00	D		Specialist Training Providers

## Sciences & Mathematics

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Applied Science</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Food Nutrition and Science</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Laboratory Techniques - Pharmacy Studies</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Preparation for Leaving Certificate Ordinary Level Maths</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	21/11/2017	2	E	Other Funding

## Tourism & Tour Guiding

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Professional Tour Guiding</b> <i>Kerry Training Centre, Tralee</i>	6	23/10/2017	27/04/2018	33.15	D	Specific Skills Training
<b>Tour Guiding</b> <i>Kerry Training Centre, Killarney</i>	6	16/10/2017	09/02/2018	33.15	D	Specific Skills Training
<b>Angling Guiding</b> <i>Kerry Training Centre, Fenit</i>	6	06/11/2017	02/03/2018	33.15	D	Specific Skills Training
<b>Tourism with Business</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Tourism with Business</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Tourism with Business</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	5	04/09/2017	31/05/2018	35	D	PLC
<b>Tourism with Business (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	5	18/09/2017	31/05/2018	16	D	BTEI Groups
<b>e-Business for Tourism</b> (5N1369) <i>Tech Amergin, Waterville</i>	5	06/10/2017	05/04/2018	3	D	BTEI Groups

## Security Studies & Professional Driving

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Criminology with Security Studies</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Bus Driving - D Licence</b> <i>Kerry Training Centre, Tralee</i>	Industry	02/04/2018	06/07/2018	33.15	D	Specific Skills Training
<b>Door Security Procedures</b> <i>Kerry Training Centre, Tralee</i>	4	25/09/2017	04/12/2017	3	E	Evening Training
<b>Guarding Skills</b> <i>Kerry Training Centre, Tralee</i>	4	27/09/2017	29/11/2017	3	E	Evening Training
<b>Heavy Goods Vehicle Driving (HGV) - Rigid</b> <i>Kerry Training Centre, Tralee</i>	Industry	21/05/2018	27/07/2018	33.15	D	Specific Skills Training

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Beauty & Hairdressing

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Barbering</b> <i>Kerry Training Centre, Tralee</i>	5	25/09/2017	04/12/2017	6	E	Evening Training
<b>Beauty Therapist Traineeship</b> <i>Kerry Training Centre, Tralee</i>	Industry/6	14/08/2017	17/08/2018	33.15	D	Traineeship Training
<b>Beauty Therapy</b> Year 1 <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Beauty Therapy</b> Year 2 <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Diploma in Hairdressing</b> <i>Kerry Training Centre, Tralee</i>	4	21/01/2018	14/09/2018	33.15	D	Specific Skills Training
<b>Diploma in Women's Hairdressing</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Hairdressing</b> <i>Community Training Centre, Tralee</i>	4	Continuous Intake		33.15	D	Specialist Training Providers
<b>Hairdressing &amp; Cosmetics</b> Year 1 of 2 <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Hairdressing</b> Year 1 of 2 <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	30	D	PLC
<b>Manicure/Pedicure</b> (ITEC Certificate) <i>Kerry Training Centre, Tralee</i>	4	26/09/2017	24/11/2017	6	E	Evening Training
<b>Nail Technology Diploma</b> (ITEC) <i>Kerry Training Centre, Tralee</i>	5	18/09/2017	18/12/2017	6	E	Evening Training



## Sports, Recreation and Exercise

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Coaching and Sports Development</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>HIIT (High Intensity-Interval Training)</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Keep Fit</b> <i>An Tochar, Causeway</i>	N/A	11/10/2017	05/12/2017	1	E	Other Funding
<b>Outdoor Activity Instructor Traineeship</b> <i>Kerry Training Centre, Killorglin</i>	5	24/07/2017	15/06/2018	33.15	D	Traineeship Training
<b>Outdoor Activity Instructor Traineeship</b> <i>Kerry Training Centre, Killorglin</i>	6	17/07/2017	08/06/2018	33.15	D	Traineeship Training
<b>Pilates</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	02/10/2017	27/11/2017	1	D	Other Funding
<b>Pilates</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	28/11/2017	2	E	Other Funding
<b>Salsa Dancing</b> <i>Killarney Community College, Killarney</i>	N/A	28/09/2017	30/11/2017	1	E	Other Funding

<b>Sporting Chance</b> <i>National Learning Network, Tralee</i>	5	Continuous Intake		33.15	D	Specialist Training Providers
<b>Sports Nutrition</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Sports Therapy Year 1</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Sports Therapy Year 2</b> <i>Kerry College of Further Education, Tralee</i>	6	11/09/2017	01/06/2018	22	D	PLC
<b>Sports, Recreation and Exercise</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Sports, Recreation and Exercise</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Surf Instructor &amp; Beach Lifeguard Training</b> <i>Kerry Training Centre, Castlegregory</i>	Industry	13/11/2017	11/05/2018	33.15	D	Specific Skills Training
<b>Tai Chi</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	25/09/2017	17/11/2017	2	E	Other Funding
<b>Tai-Chi</b> <i>Killarney Community College, Killarney</i>	N/A	28.09.2017	30.11.2017	1.5	E	Other Funding
<b>Yoga for Men</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	N/A	02/10/2017	27/11/2017	1	E	Other Funding
<b>Zumba</b> <i>An Tochar, Causeway</i>	N/A	26/09/2017	05/10/2017	1	D	Other Funding
<b>Zumba Dance Class</b> <i>North Kerry College of Further Education, Listowel</i>	N/A	27/09/2017	07/11/2017	2	E	Other Funding



D (Day), E (Evening), E/W (Evening Course with some Weekends)



## Health & Safety

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Basic First Aid</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	02/10/2017	27/11/2017	2	E	Other Funding
<b>Occupational First Aid</b> <i>BTEI Programme, Shannow FRC, Abbeydorney</i>	5	03/10/2017	09/12/2017	4	D	BTEI Groups
<b>Occupational First Aid</b> <i>Killarney Community College, Killarney</i>	5	28/09/2017	30/11/2017	3	E	Other Funding
<b>Occupational First Aid (QQI)</b> <i>Kenmare Adult Education Centre, Kenmare</i>	5	25/09/2017	27/11/2017	3	D	BTEI Groups
<b>Occupational First Aid (5N1207)</b> <i>O'Connell Adult Education Centre, Caherciveen</i>	5	04/10/2017	05/12/2017	4	E	BTEI Groups
<b>Occupational First Aid (5N1207)</b> <i>Tech Amergin, Waterville</i>	5	05/10/2017	22/11/2017	4	E	BTEI Groups
<b>Safety &amp; Health at Work (QQI)</b> <i>Killarney Community College, Killarney</i>	5	26/09/2017	19/12/2017	3	E	Other Funding
<b>Safepass</b> <i>Kerry Training Centre, Tralee</i>	Industry	Monthly On Demand		8	E	Evening Training
<b>Workplace Health &amp; Safety for Small Business</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	03/10/2017	14/11/2017	2	E	Other Funding
<b>Workplace Safety</b> <i>Kerry Training Centre, Tralee</i>	4	26/09/2017	28/11/2017	3	E	Evening Training

D (Day), E (Evening), E/W (Evening Course with some Weekends)

## Pre-University, Culture, Heritage & Local History

Course Title	Level	Start Date	Finish	Hours PW	Time	Category
<b>Cultural &amp; Heritage Studies/Pre University Arts</b> <i>North Kerry College of Further Education, Listowel</i>	5	06/09/2017	01/06/2018	22	D	PLC
<b>Genealogy Research &amp; Local History Training</b> <i>Coláiste Gleann Lú, Tralee</i>	N/A	02/10/2017	13/11/2017	2	E	Other Funding
<b>Genealogy Training</b> <i>Killarney Community College, Killarney</i>	N/A	26/09/2017	07/11/2017	2	E	Other Funding
<b>Pre-University Law</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Research &amp; Study Skills (A Transition Year to College)</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC
<b>Research &amp; Study Skills (A Transition Year to College)</b> <i>Kerry College of Further Education, Tralee</i>	5	11/09/2017	01/06/2018	22	D	PLC



Every effort has been taken to ensure information is correct at the time of publication but changes in circumstances may affect the accuracy of the information provided. Kerry ETB retains the right to amend or withdraw any courses. Please note courses commencing are subject to minimum numbers enrolling.

# Qualification FRAMEWORKS

## INTRODUCTION

The qualification frameworks describe the qualifications of an education system and how they interlink. These frameworks also show how learners can move from one qualification, or qualification level, to another within a system. Over 150 countries are now developing, or have developed, a national qualifications framework.

## THE IRISH NATIONAL FRAMEWORK OF QUALIFICATIONS (NFQ)



The Irish NFQ was established in 2003. The NFQ is a framework through which all learning achievements may be measured and related to each other in a coherent way. Qualifications are organised within the NFQ based on their level of knowledge, skill and competence. There are many different types and sizes of qualifications included in the NFQ and because all qualifications included in the NFQ are quality assured, you can have confidence that they will be recognised at home and abroad. Find out more at [www.qqi.ie](http://www.qqi.ie)



QQI AWARD

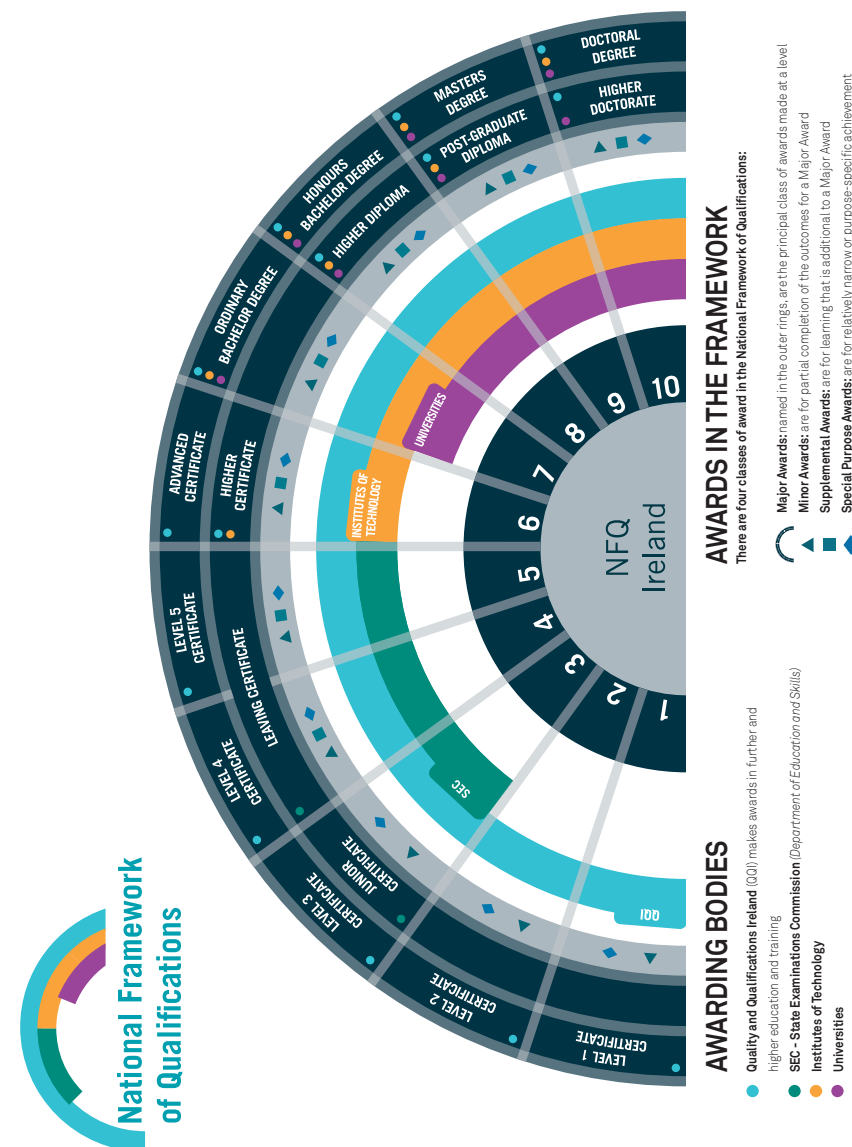
## QUALITY AND QUALIFICATIONS IRELAND (QQI)

Quality and Qualifications Ireland (QQI) has responsibility to develop, promote and maintain the Irish NFQ. QQI also facilitates the recognition of foreign qualifications. Find out more at [www.qqi.ie](http://www.qqi.ie)

## THE EUROPEAN QUALIFICATIONS FRAMEWORK (EQF)



The EQF is an overarching framework that links the qualifications frameworks of different European countries together. It covers qualifications at all levels and in all sub-systems of education and training (general and adult education, vocational education and training as well as higher education). The EQF supports individual mobility and lifelong learning, helping those moving from one country to another to work, or to continue their education or training. Find out more on the EFQ by visiting Learning Opportunities and Qualifications in Europe <http://ec.europa.eu/ploteus/en>.



# FUNDING AND SUPPORTS

## for Education & Training

### • Possible Sources of Funding for FULL TIME Education

#### Student Universal Support Ireland (SUSI)

SUSI (Student Universal Support Ireland) is Ireland's single national awarding authority for all higher and further education grants. For more information visit [www.susi.ie](http://www.susi.ie) or Tel. 0761 08 7874. The total amount of the grant will depend on the level of a student's reckonable income. Use the Eligibility Reckoner on the SUSI website ([www.susi.ie](http://www.susi.ie)) to find out if you meet the criteria to receive Student Grant funding. To be eligible for a grant:

- you must be an Irish, EU, EEA or Swiss National or have specific leave to remain in the State and you must be ordinarily resident in Ireland or the EU, EEA or Switzerland for 3 of the last 5 years.
- You must be progressing in your education (increasing your NFQ level); and you must be attending an approved course in an approved institution. (See [www.susi.ie](http://www.susi.ie) for more information).
- However, you may be considered eligible for funding as a 'second chance' student where you: have previously attended but not completed a course; and have had a 5-year break in studies since leaving that course.

#### Back to Education Allowance (BTEA)

Department of Social Protection (Contact your local office or [www.welfare.ie](http://www.welfare.ie)).

#### Ray Murphy Memorial Bursary (Post-graduate study only)

Supports studies in the fields of social finance, philanthropy or related areas. [www.raymurphybursary.org](http://www.raymurphybursary.org)

#### The Kingdom Education Trust Fund

North, East and West Kerry Development (NEWKD), Tralee, Tel. 066 7180190, Web: [www.newkd.ie](http://www.newkd.ie)  
South Kerry Development Partnership, Killorglin, Tel. 066 9761615

#### Tax Relief on Fees Paid For Third Level Education

Contact your local tax office or visit [www.revenue.ie](http://www.revenue.ie) or Tel. 1890 222 425.

### • Possible Sources of Funding for PART TIME Education (Or where someone doesn't qualify for a grant)

#### The Kingdom Education Trust Fund

North, East and West Kerry Development (NEWKD), Tralee, Tel. 066 7180190, Web: [www.newkd.ie](http://www.newkd.ie)  
South Kerry Development Partnership, Killorglin, Tel. 066 9761615

#### Michael O'Regan Bursary Fund (Kerry ETB courses up to FETAC Level 4 only)

Kerry Education and Training Board, Tel. 066 7121488.

### • POST GRADUATE Study Only

#### Dan Kelleher Memorial Scholarship

Tralee Credit Union, Telephone: (066) 7122373.

#### Ray Murphy Memorial Bursary

Supports studies in the fields of social finance, philanthropy & related areas. [www.raymurphybursary.org](http://www.raymurphybursary.org).

### • Other Sources of Funding, Information & Support

#### Childcare Education & Training Scheme (CETS)

CETS is administered by the Kerry County Childcare Committee. Places can be full or part time, afterschool only or afterschool with pick up places. Places are allocated on a first come first served basis. To apply for a place in CETS, parents must obtain a letter of eligibility provided by Kerry ETB. Payment will continue for the duration of your attendance on the course. The maximum fee you will have to pay is €25 on a full time place, €15 on a part time or afterschool with pick up place, or €5 on an afterschool only place. The subsidy is only payable on the weeks that your course is on or if you use the service on a week that your course is on holiday. If you leave the course, payment for childcare ceases immediately. For more information contact 066 7181582 or email [info@kerrycountychildcare.com](mailto:info@kerrycountychildcare.com). Web: [www.kerrycountychildcare.com](http://www.kerrycountychildcare.com)  
Charities: (e.g. the Society of St. Vincent de Paul). Contact your local branch.

#### European Social Fund (ESF) for Students with Disabilities

The ESF fund provides grants towards the provision of services and the purchase of equipment for Post Leaving Certificate (PLC) students with disabilities, for example, personal assistant, sign language interpreter, dyslexia support, note-taker, transport, additional tuition, assistive technology.

Students with disabilities/learning difficulties are advised to disclose their disability/learning difficulty on their PLC application and at the time that they register on a Kerry ETB PLC course. The PLC college will contact students who disclose they need support. Then the college will apply to the ESF Fund for Students with Disabilities if appropriate.

*For further sources of funding, information and support please see overleaf.*

## • Other Sources of Funding, Information & Support

### Local Employment Service (Mediator's Fund)

Contact your local office, [www.localemploymentservices.ie](http://www.localemploymentservices.ie)

### E.S.F. (European Social Fund) Student Assistance Fund

Apply through your college. For more information visit [www.studentfinance.ie](http://www.studentfinance.ie).

Other Local/Course Based Funding: Ask your course provider for details.

### Department of Social Protection

(e.g. Training Support Grant, Enterprise Support Grant, General Education and Training Allowances).

Contact your local INTREO office, [www.welfare.ie](http://www.welfare.ie)

### Care Leavers Ireland

Small grants available to young people who are leaving or have left the care system in Ireland.

For more Information visit [www.careleaversireland.ie](http://www.careleaversireland.ie)

### Caranua

Provides funding for education to the survivors of institutional abuse. [www.caranua.ie](http://www.caranua.ie)

### Female Bursary Financial Supports for Women Apprentices

Visit [www.solas.ie](http://www.solas.ie)

### Trade Union (e.g. SIPTU, IMPACT)

If you are a member of a trade union, ask your local representative for information on scholarships, funding or grants.

### The Student Grant Appeals Board

Visit [www.susi.ie](http://www.susi.ie) or Tel. 057 9325317

### GradIreland

Visit [www.gradireland.com](http://www.gradireland.com)

### The Irish Research Council

Visit [www.research.ie](http://www.research.ie).

### Local Newspapers and Radio

May advertise and announce when local funding is available/offered.

### StudentFinance.ie

Government website on funding for education [www.studentfinance.ie](http://www.studentfinance.ie)

*This funding and support information section was prepared by KAGIS (Kerry Adult Guidance and Information Service). Contact KAGIS to find out more about this and other useful Information Sheets for those considering their education and training options.*

**Disclaimer:** From the information available at the time of print, the enclosed information is accurate and correct. However, the Kerry Adult Guidance and Information Service accepts no responsibility for any inaccuracies that may be contained in same. Similarly, we cannot be held responsible for any changes which occur in the future which may render the enclosed information inaccurate.

## KERRY ETB FEE INFORMATION

### BACK TO EDUCATION INITIATIVE (BTEI) FEES

BTEI courses are heavily subsidised by the Department of Education and Skills (DES). All those with less than upper second level education are entitled to free tuition. Those who have obtained upper second level education and are in receipt of a social welfare payment, and holders of medical cards, as well as their dependants, are also entitled to free tuition.

• Level 3 and 4 modules (40 hours tuition)	€75
• Level 5 modules (80 hours tuition)	€150

### PLC FEES

- **Registration Fees:** All students will be required to pay a registration fee up to a maximum of €150 on registration day. Additional fees may apply and are listed in the contents where possible.
- **Government Levy:** Department of Education and Skills (DES) €200 charge for PLC students. Exemptions apply to medical card holders and a number of other categories.
- **Tuition Fees:** Full time courses are free of charge for EU nationals. Non-EU nationals are subject to an economic fee which is set by the DES. Information on this fee is available from the Further Education Section of Department of Education and Skills.
- **Certification Fees:** Certification fees are payable during the year to the relevant awarding body. Courses accredited by QQI incur an examination fee of up to €80. Students who hold an up-to-date medical card may be exempt from paying these fees.

## GARDA VETTING

Kerry ETB is committed to practices which safeguard children, young people and vulnerable adults. In this regard all learners who may have contact with children or vulnerable adults will be required to undergo Garda Vetting. Places offered on certain courses will be subject to Garda clearance.

Clearance to work, or train to work, with children and/or vulnerable adults is only granted upon successful completion of the course recruitment and selection process which shall include appropriate vetting checks from the Garda Vetting Unit (GCVU).

An individual cannot work or train with children pending the outcome of the Garda Vetting process. Participation on relevant programmes is subject to a satisfactory outcome in accordance with Kerry ETB Garda Vetting procedures. The final decision, following receipt of information from GCVU, is a matter for Kerry ETB.



## TRAINING ALLOWANCES 2017

Training Allowances only apply to courses at Kerry ETB Training Centre

From 8 March 2017, a training allowance will be paid to **NEW ENTRANT** participants who have a personal entitlement (per F103/DA103) in one of the following categories:

CATEGORY	AGE	ALLOWANCE (New entrants - 8 March 2017)
<b>Job Seekers Allowance</b>	U26	€160 pw * ‡
	26+	Rate as per DSP (Form F103)
<b>Job Seekers Benefit</b>	18+	Rate as per DSP (Form F103)
<b>Supplementary Welfare Allowance (SWA)</b>	U26	€160 pw * ‡
	26+	Rate as per DSP (Form F103)
<b>One Parent Family Payment</b>	N/A	Travel & Meal Allowance only
<b>Deserted Wife Benefit</b>	N/A	Travel & Meal Allowance only
<b>Widows/Widowers Pension</b>	18+	Travel & Meal Allowance only
<b>Illness Benefit &amp; Invalidity Pension</b>	N/A	Travel & Meal Allowance only
<b>Disability Allowance or Blind Pension</b>	18+	Rate as per DSP (Form DA103)
<b>Farm Assist</b>	N/A	Travel & Meal Allowance only
<b>Fish Assist</b>	N/A	Travel & Meal Allowance only
<b>Dependant on Partner's Claim</b>	18+	Travel & Meal Allowance only
<b>Occupational Injuries Benefit</b>	N/A	Rate as per DSP (Form F103)
<b>Credits Only</b>	18+	Travel & Meal Allowance only
<b>Disability Allowance</b>	16-17	Rate as per DSP (Form DA103)
<b>Young person with no SW Entitlement</b>	16-17	€40 pw - Full-time

### NOTES

\* If a participant's personal Social Welfare entitlement exceeds this amount, a training allowance equivalent to their personal entitlement will be paid on receipt of certified evidence to this effect. Evidence of Social Welfare entitlement must be in the form of a duly completed 'Participants Allowance Entitlement' form (F103/DA103).

‡ These payments are subject to means testing and accordingly any means identified on the participant's F103 should be deducted from the payment of €160 pw.

NB: A training allowance is not to be paid to participants commencing training who are pending status with DSP until their status is resolved. Effective 13 March 2014, it is agreed that a training allowance of €160 will be paid to participants who turn 18 while in training for the remaining duration of their participation on the programme.

**NB: Full-time rates are based on 33.15hrs/pw; Part-time rates are calculated on a pro rata basis.**

## TRAVEL ALLOWANCES (Full time and part time courses)

Course Participant Travel Allowances

Miles / Kilometres	Rate* Per Week
3 - 5 miles / 5 - 8 kilometres	<b>€4.60</b>
5 - 10 miles / 8 - 16 kilometres	<b>€11.90</b>
10 - 20 miles / 16 - 32 kilometres	<b>€17.60</b>
20 - 30 miles / 32 - 48 kilometres	<b>€21.60</b>
30 - 40 miles / 48 - 64 kilometres	<b>€27.70</b>
40 - 50 miles / 64 - 80 kilometres	<b>€32.60</b>

### NOTES

- If a course participant is in receipt of a travel allowance, accommodation allowances are not payable.
- If a course participant is in receipt of an accommodation allowance, travel allowances are not payable.
- Every effort should be made to reduce the actual cost of travel through measures such as block purchase, weekly tickets, etc.
- These rates are the maximum payable for the single journey distance from the course participant's residence to the location of the training course.
- Travel allowances are not payable to participants on night training courses.

## ACCOMMODATION AND MEAL ALLOWANCES

Course Participant Accommodation Allowances	€/Day	€/Week
Maximum Rate Payable	€13.98	€69.90
<b>Meal Allowances</b>	.80c	€4.00

### NOTE

To be eligible for an Accommodation Allowance trainees must live at least 32 kilometres (20 miles) away from the training venue.

## CHILDCARE ALLOWANCES

Please see information under CETS on page 45.

**Returning to education or training?  
Changing direction?  
Need help?**

**Talk to us**

**KAGIS**

Kerry Adult Guidance  
and Information Service

Kerry Adult Guidance and Information Service (KAGIS) is the part of Kerry Education and Training Board (Kerry ETB) that provides eligible adults with professional guidance counselling and information.

**Educational guidance • Career guidance • Information**



**Confidential • Impartial • Friendly & relaxed • Free of charge**



BORD OIDEACHAIS  
AGUS OILIÚNA CHIARRAÍ  
KERRY EDUCATION  
AND TRAINING BOARD

For further information please contact  
Kerry Adult Guidance and Information Service, Kerry Education and Training Board  
Tel: 066 7121300 or 7121488 | Email: [guidance@kerryetb.ie](mailto:guidance@kerryetb.ie)  
Website: [www.kerryetb.ie/guidance](http://www.kerryetb.ie/guidance)

*an opportunity to grow ...*



## Adult Literacy



and Basic Education



### Read, Write and Spell

Study with a tutor on a one-to-one basis or in a small group.



### Technology

Cover the basics in a small, friendly group, no pressure, no exams.



### Family Learning

Special courses to help you support your child's learning.



### Money and Numbers

Maths for everyday living.



### Tutor Training

Our one-to-one tutors are trained volunteers. Would you like to help?



### Personal Development

Learn about getting the best out of life.

If you'd like to find out more, call one of our organisers around the County today to discuss your options.

**All calls are in strict confidence.**

<b>Tralee</b>	Maeve	066 7124114
<b>Dingle</b>	Bill	066 9150933
<b>Killorglin</b>	Jenny	066 9760765
<b>Cahersiveen</b>	Deirdre	066 9473166
<b>Listowel</b>	Mary	068 23866
<b>Castleisland</b>	Deirdre	086 0460506
<b>Killarney</b>	Mary	064 6636990
<b>Kenmare</b>	Maggie	064 6642728
<b>Waterville</b>	Deirdre	066 9473166
<b>County-wide</b>	Aoife	066 7124114

[www.kerryetb.ie/literacy](http://www.kerryetb.ie/literacy)



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KERRY EDUCATION  
AND TRAINING BOARD

## English for Speakers of Other Languages (ESOL)



Kerry Education and Training Board offers English language classes to speakers of other languages at a variety of locations around the county. Classes are available to asylum seekers and are also available to anyone who is eligible for a social welfare payment or a dependant of a person qualifying for a social welfare payment.

### How do I register for English language classes?

To access ESOL classes learners must be referred to Kerry ETB by one of the following organisations: INTREO/Department of Social Protection, LES (Local Employment Service), Turas Nua, Killarney Asylum Seekers Initiative (KASI) or Tralee International Resource Centre (TIRC).

### What happens after my referral?

After your name is referred to Kerry ETB you will be invited for assessment. This is to make sure that the class is pitched at the correct level for you.

### I am not in receipt of a social welfare payment and am not an asylum seeker, are there classes for me?

Yes. The community colleges provide English language classes as part of their night class programmes. There is a fee for these classes.

### Contact Tracy Corridon, ESOL Resource Worker

Email: [esol@staff.kerryetb.ie](mailto:esol@staff.kerryetb.ie), Tel. 066 7124114



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KERRY EDUCATION  
AND TRAINING BOARD

## COMMUNITY EDUCATION

HELPING TO STRENGTHEN COMMUNITIES  
THROUGHOUT KERRY



BORD OIDEACHAIS  
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KERRY EDUCATION  
AND TRAINING BOARD

Kerry ETB, in conjunction with the community and voluntary sector, organises and delivers courses in the villages and parishes of County Kerry. This ensures that all adults in Kerry have an opportunity to participate in education programmes. Kerry ETB's Community Education Programme aims to provide locally based education programmes that are responsive to the local community's needs. A programme that is accessible, inclusive and culturally appropriate will be developed in consultation with the local community. The Community Education Programme is learning that takes place in the community, embraces the principles of empowerment, consideration, collective consciousness, social justice and equality of access.

### Admission Policy

The Community Education Programme, under Kerry ETB, provides part time learning courses to community groups in response to local needs.

### Community Education Programmes are delivered to:

- Men's Groups
- Pre-capacity groups - developing community based learning
- Disadvantaged Urban Communities
- Estate Management Groups
- Family Resource Centres
- Isolated Rural Communities
- People Parenting Alone
- Programmes for Older People
- Programmes working with people with disabilities
- Programmes working with Travellers and other Ethnic Groups
- Minority Groups
- Women's Groups
- Community Networks

### Examples of Community Education Programmes:

- Personal Development
- Assertiveness
- Arts and Crafts
- Parenting Skills
- Community Health
- Committee Skills
- Planning for your community
- Introduction to Computers
- Citizens information
- Development Education
- Advocacy

For further information please contact:

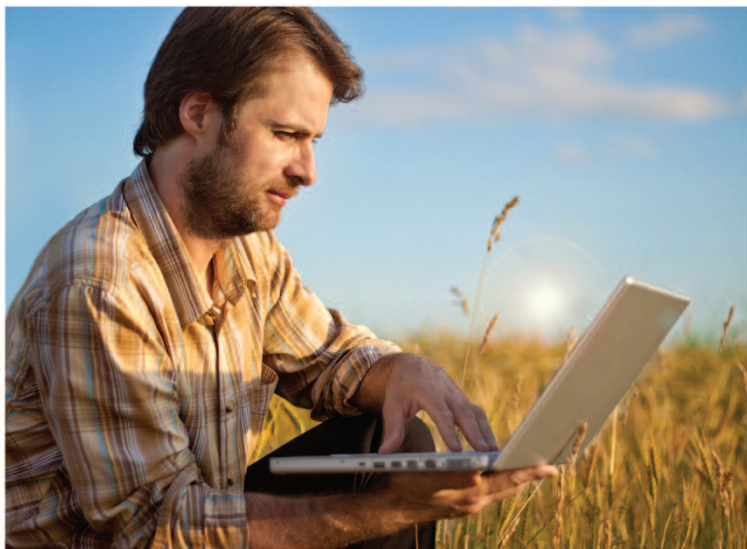
Michelle Anne Houlihan, Community Education Facilitator  
on 066 7121488 or Email: [mhoulihan@kerryetb.ie](mailto:mhoulihan@kerryetb.ie)

Please contact your local Family Resource Centre for information on courses this term.

The Community Education application form is available on the Kerry ETB website  
[www.kerryetb.ie](http://www.kerryetb.ie)



## INTERNET SKILLS FOR FARMERS



Kerry Education & Training Board, in conjunction with Teagasc and the Local Development Sector, offers Internet Skills for Farmers. The course Covers topics such as:

- Searching Done Deal
- Registering calves online
- ICBF/ Herd Plus
- Movement of cattle regulations
- Apps for Farming
- Kerry Agribusiness Online
- Motor Tax Online
- Online Banking
- The weather and much more

To register your name please contact: 066 7120877



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KERRY EDUCATION AND TRAINING BOARD

## Parenting and Family Learning

### PARENTING COURSES

Kerry ETB, in partnership with schools and community groups, provides parenting courses in local areas.

These courses are an invaluable opportunity to meet other parents and to share the challenges and joys of parenting. The programmes are facilitated by qualified tutors who encourage open discussion that is based on shared learning. Examples of good practice and practical parenting skills form part of the programme.

For information on parenting courses or to request a parenting course for a community group contact:

Michelle Ann Houlihan, Community Education Facilitator  
Tel: 066 7121488 or email: [mhoulihan@kerryetb.ie](mailto:mhoulihan@kerryetb.ie)



### FAMILY LEARNING COURSES

These adult education programmes offer parents the opportunity to enhance their own skills, foster a love of learning in their children and support them in school.

These courses are delivered by qualified tutors in partnership with communities and schools.

For information on Family Learning courses contact your nearest Adult Literacy Organiser or email: [literacy@kerryetb.ie](mailto:literacy@kerryetb.ie)



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AND TRAINING BOARD



## Back to Education Initiative B.T.E.I.



### Interested in upskilling or learning new skills?

**BTEI** offers a wide range of QQI courses from Level 3 to Level 5 in Computers (ICT), Arts, Crafts, Culinary Operations, Childcare, Healthcare Support, Horticulture, Community Development, Sports and Recreation, Painting and Drawing. Courses are delivered on a part time basis to suit your lifestyle. Courses run throughout the County in our Adult Education Centres, Community Colleges, Kerry College of Further Education, North Kerry College of Further Education, Family Resource Centres and Community Development Project, Tralee. Literacy and adult guidance support is available to all learners. Priority is given to those with less than upper second level education (Leaving Certificate).

**FEES:** Free to anyone with a medical card or in receipt of a Department of Social Protection payment. Others may be charged fees of €75.00 for Levels 3 & 4 and €150.00 for Level 5.



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KERRY EDUCATION  
AND TRAINING BOARD

To find out more contact **Marianne Marshall**  
on 066 7121488 or visit [www.kerryetb.ie](http://www.kerryetb.ie)

## WANT TO SOAR?

Are you thinking of returning to education?

If you are 21 or over, unemployed for at least 6 months or in receipt of a qualifying social welfare payment you can study while retaining your welfare benefits. Courses are full time and last for two years and are available in Tralee, Killarney, Listowel, Killorglin and Cahersiveen.



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KERRY EDUCATION  
AND TRAINING BOARD

## VTOS

### VOCATIONAL TRAINING OPPORTUNITIES SCHEME

QQI Levels 3, 4 and 5 are available, as well as the opportunity to sit the Leaving Certificate.

# KERRY COLLEGE OF FURTHER EDUCATION

# KCFE

Enhancing Knowledge, Developing People



Full Time Further Education Programmes for Post Leaving Certificate and Mature Learners

Programmes prepare people for direct employment and also serve as an alternative access route into third level courses

## The College offers:

- Level 5 Certificates
- Level 6 Advanced Certificates



## Programmes Suitable for:

- School Leavers
- VTOS or Level 4 Certificate Holders
- Unemployed
- Those Wishing to Change Career Direction
- Those Wishing to Upskill/Retrain
- Those Deferring a College Place

Further Information Available at [www.kerryfe.ie](http://www.kerryfe.ie) | Tel: 066 712 1741

Kerry College of Further Education  
Clash, Tralee, County Kerry, Ireland  
Telephone: 066 712 1741 | Email: [info@kerryfe.ie](mailto:info@kerryfe.ie)



Application System Now Open:  
[www.kerryfe.ie](http://www.kerryfe.ie)



North Kerry College  
of further education

Upper Church Street, Listowel, Co. Kerry



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KERRY EDUCATION  
AND TRAINING BOARD



## North Kerry College of Further Education

offers a wide variety of courses from Childcare, Hairdressing, Business, Nursing etc.  
Our College offers QQI awards in Level 4, 5 & 6 to help students to progress in their education. Online Applications for 2017/18 PLC Courses are now being accepted.

For further information contact 068 21023

or E-Mail : [info@northkerrycollege.ie](mailto:info@northkerrycollege.ie)





# PLC Courses

## O'Connell Centre of Further Education

**APPLY  
NOW**

### Caherciveen

## TOURISM WITH BUSINESS

QQI AWARD Level 5 and 6



*Mature Students Welcome*

To apply for these courses:  
**www.oconnellcentre.ie**  
**info@oconnellcentre.ie**  
**T: 066 9472414**



## OFFICE ADMINISTRATION

QQI Level 5 Certificate (8 modules)

QQI Level 6 Component Certificate (3 modules)

### Who should apply?

School leavers right up to experienced mature persons seeking a recognised formal qualification. This course may suit:

- As preparation for those who wish to pursue a career in office administration
- As a filler-in year for students who wish to acquire keyboarding and computer skills in preparation for third level courses
- As a progression route to Higher Education

### Course Duration

September 2017 to May 2018 • 9.00am - 3.40pm • Monday to Friday

### Course Details and Application

Available online at [www.killarneycommunitycollege.com](http://www.killarneycommunitycollege.com)

### Progression

Direct Progression link to Year 2 of the Higher Certificate in Business in Office Information Systems at the Institute of Technology, Tralee

### Grants

Student grant information and application online at [www.susi.ie](http://www.susi.ie)

Killarney Community College, New Road, Killarney, Co. Kerry

Tel. 064 6632164 • Fax. 064 6632178 • Email: [kcccom@iol.ie](mailto:kcccom@iol.ie) • [www.killarneycommunitycollege.com](http://www.killarneycommunitycollege.com)



# YOUTHREACH

Reach for your  
**Future**

**Are you aged 15 to 20?**

**Are you interested in  
Second chance  
education?**

**Youthreach provides:**

- Full-time Education
- Work Experience
- The Opportunity to gain Qualifications
- Guidance and Counselling
- A Training Allowance

Youthreach focuses on personal development, general vocational skills and developing literacy and numeracy. Youthreach identifies and builds on the needs, interests and capacities of young people. It prepares students for the world of work and provides work experience opportunities as well as a progressive route to further education.

**Courses are free of charge and a training allowance is paid.**



## QUALIFICATIONS

- FETAC (level 2, 3 and 4)
- Leaving Certificate Applied

## Are you interested in a career in the Outdoor Activity Sector?



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AND TRAINING BOARD



Kerry ETB and Cappanalea Outdoor Education and Training Centre will again be running the popular Outdoor Activity Instructor Traineeship course. The Cappanalea OETC course is designed to provide the outdoor adventure tourism and education sector with personnel who have the knowledge, skills and competencies to work in the adventure sports industry. The course is the ideal starting point for anyone who is interested in developing a career in the outdoor industry.

The modules of the course include - Single Pitch **Rock Climbing Skills** (QQI level 5 award and the SPA training), **River and Sea Kayaking** level 3 skills award, Kayaking level 1 instructor award, **Mountain Skills** training and assessment, **First Aid** - REC level 3, **Powerboat** Operations, 8 weeks work placement, child welfare and protection in sport, Career planning and job seeking skills and more ...

**For more information and application requirements on this course, please contact:**

Kerry ETB Training Centre,  
Monavalley Industrial Estate, Tralee, Co. Kerry  
Tel. 066 7149600  
Email: [training@kerryetbtrainingcentre.ie](mailto:training@kerryetbtrainingcentre.ie)

Or alternatively, contact your local Intreo office  
or Local Employment Services office.







**Job Ready Skills • National Digital Skills Centre • Hair and Beauty • Computer Technologies  
Apprenticeships • Renewables/Energy • Industry Relevant Qualifications**



For a full list or to apply for any of our courses contact:  
**Course Recruitment, Kerry ETB Training Centre,  
Monavalley Industrial Estate, Tralee, Co. Kerry**  
**T: +353(0)66 7149600 | Email: [training@kerryetbtrainingcentre.ie](mailto:training@kerryetbtrainingcentre.ie)**

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



**EUROPEAN UNION**  
Investing in your future  
European Social Fund

**SOLAS**  
An tSeirbhís Oideachais Léarnúigh agus Scléama  
Further Education and Training Authority



## KERRY ETB TRAINING CENTRE FULL TIME COURSES



Day courses are designed to provide learners with a range of employability related skills and formal vocational qualifications to facilitate those entering the labour market for the first time and also persons wishing to up-date or acquire new skills.

Course options include courses providing the necessary technical and generic skills required to access employment in the market place.

Courses can lead to QQI awards at levels 3, 4, 5 and 6 and/or to industry recognised accreditation. All courses have a strong work placement element.

The duration of training can vary from 5 to 50 weeks.

Most day courses are delivered on a full time basis throughout the year in the Kerry ETB Training Centre and are supplemented by contracted providers. This allows us the flexibility to meet changing demand and run courses in locations throughout the County. Some courses run in Kerry include:

- Broadcast Production
- Digital Media Production
- Media Techniques - Radio
- Welding - Basic to Advanced
- Hairdressing
- Fibre Installation
- Web Design
- Marketing
- Computer Aided Design
- Traditional Stone Wall Construction
- Wind Turbine Maintenance
- Digital Marketing & eCommerce

To discuss your training options or to apply for a course please contact course recruitment at the centre below.

### KERRY ETB TRAINING CENTRE

**Course Recruitment, Monavalley Industrial Estate, Tralee, Co. Kerry**

**Tel: 066 714 9600 | 066 714 9638 | 066 714 9676 | Email: [training@kerryetbtrainingcentre.ie](mailto:training@kerryetbtrainingcentre.ie)**

**Website: [www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie)**

## KERRY ETB TRAINING CENTRE TRAINEESHIPS

The National Traineeship Programme is an occupational skills development programme which combines formal training with Kerry ETB and workplace coaching with an employer. The training content and occupational standards for traineeships are developed in consultation with employers, trade unions, regulatory bodies and interest groups. The programme is aimed at clients who will enter occupations that entail significant skill requirements which are best acquired through a combination of alternating periods of on and off the job training. Some traineeships run in Kerry include:

- Beauty Therapy
- Overhead Lines Operative
- Healthcare Support
- IT Support Traineeship
- Medical/Legal Administration
- Outdoor Activity
- Retail Skills Health and Beauty



The duration of a traineeship programme is determined by the requirements of each set of skills to be acquired for the occupation for which the person is being trained. With the inclusion of the on-the-job training element, traineeship programmes range from 15 to 59 weeks.

The range of Kerry ETB traineeships, which are tailored to the needs of Irish industry and local businesses, offer programme participants occupationally relevant training and industry recognised qualifications.

Traineeships are aimed at new labour market entrants and unemployed persons. The minimum age for participation on a Traineeship programme is the statutory school leaving age of 16 years.

A key characteristic of the traineeship programme is the role employers play in the training process. The benefits for employers and programme participants are numerous, from improving productivity and access to potential employment opportunities.

### KERRY ETB TRAINEESHIP PROVISION IN KERRY

**Kerry ETB Training Centre, Course Recruitment, Monavalley Industrial Estate, Tralee, Co. Kerry**  
**Tel: 066 714 9600 | 066 714 9638 | 066 714 9676 | Email: [training@kerryetbtrainingcentre.ie](mailto:training@kerryetbtrainingcentre.ie)**  
**Website: [www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie) | Facebook: Kerry ETB Training Centre**

## KERRY ETB TRAINING CENTRE APPRENTICESHIP INFORMATION



Kerry ETB Training Centre has statutory responsibility under the Labour Services Act and the Industrial Training Act for the administration and management of the apprenticeship programme. Apprenticeship is governed by the rules of apprenticeship in the designated occupations and Kerry ETB provides a support service to help apprentices to gain the knowledge, skills and competence required to perform effectively as crafts people.

Apprenticeship is standards based. During your apprenticeship you will be required to follow a specific course of training and undergo a series of assessments to confirm that you've reached the required standard.

Apprenticeship generally comprises of seven phases, three off-the-job and four-on-the-job. The only exceptions to the above are the Floor/Wall Tiling and Print Media apprenticeships, which have five phases, three on-the-job, and two off-the-job training phases. Kerry ETB and the Department of Education and Skills have responsibility for providing off-the-job training.

Off-the-job training is provided as follows:

**Phase 2 : ETB Training Centre**

**Phase 4 : Department of Education and Skills**

**Phase 6 : Department of Education and Skills**

At present the duration of apprenticeship ranges from two to four years. The following must be complied with:

- Attend all off-the-job training phases when scheduled by Kerry ETB Training Centre
- Pass all off-the-job modular assessments
- Pass all on-the-job assessments and ensure results are returned to Kerry ETB on time

On the job training:

Employers have responsibility for providing on the job training as outlined on the next page.



## APPRENTICESHIP PHASES

### How to become an apprentice?

Before seeking an apprenticeship it is wise to fully understand what is involved. You should observe the type of work being done in your intended apprenticeship. You should ask employers, qualified craftspeople or apprentices for advice about your intended craft and potential career opportunities. You can also consult with guidance counsellors and your local Department of Social Protection, Employment Office for advice.

You need to inform your local Kerry ETB training centre of your interest in apprenticeship so that your details can be made available on request to employers.

### What are the duties and responsibilities of apprentices?

Like other employees, apprentices must work for their employer with care and skill and must follow the employer's instructions, provided they are reasonable and lawful. You must be diligent and honest and must not wilfully disrupt the employers' business nor disclose any confidential information. You also have a duty to take care of your own health and safety and that of other people in the workplace who might be affected by your acts or omissions.

Apprentices must apply themselves diligently to learning all aspects of their chosen occupation and must complete all phases of training and assessments as required by the particular apprenticeship.

### Requirement of becoming an apprentice

You must obtain employment as an apprentice in your chosen occupation. Your employer must be approved by Kerry ETB and must register you as an apprentice within 2 weeks of recruitment. You must meet the educational requirements.

### Entry Requirements

The minimum age at which the employment of an apprentice may commence is 16 years of age.

The minimum educational requirements are:

Grade D in five subjects in the Junior Certificate Examination or an approved equivalent,

Or

The successful completion of an approved Pre-Apprenticeship course

Or

Be over 18 years of age, have at least 3 years work experience approved by Kerry ETB Training Centre.

In certain crafts, apprenticeship applicants are required to pass a colour vision test approved by Kerry ETB.

### Approved Qualification Equivalence

Kerry ETB Training Centre recognises people may seek to commence apprenticeship holding qualifications other than those outlined. In such instances people should contact their local training centre for advice on qualification equivalence.

## CRAFT OCCUPATIONS

Apprenticeship applies to the following crafts :

Commis Chef	Industrial Electrical Engineering
Insurance Practice	Industrial Insulation
Brick and Stonelaying	Manufacturing Engineering
Carpentry and Joinery	Manufacturing Technology
Painting and Decorating *	Mechanical Automation and Maintenance
Plastering	Fitting *
Plumbing *	Metal Fabrication
Stonecutting and Stonemasonry	Pipefitting
Wood Manufacturing and Finishing	Polymer Processing Technology
Aircraft Mechanics *	Sheet Metalworking
Electrical *	Toolmaking
Electrical Instrumentation *	Agricultural Mechanics *
Electronic Security Systems *	Construction Plant Fitting*
Instrumentation *	Heavy Vehicle Mechanics*
Refrigeration and Air Conditioning *	Motor Mechanics *
Farriery	Vehicle Body Repairs *

*Please note: A person wishing to become an apprentice in one of the above crafts marked \* must pass a colour vision test approved by Kerry ETB Training Centre.*

**For more information, please contact your local training advisor**

**KERRY ETB TRAINING CENTRE**

**Apprenticeship Services, Monavalley Industrial Estate, Tralee, Co. Kerry. V92 PW50**

**Tel: 066 714 9600 | 066 714 9609 | 066 714 9676 | Email: [training@kerryetbtrainingcentre.ie](mailto:training@kerryetbtrainingcentre.ie)**

**Website: [www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie)**



## COMMUNITY TRAINING PROVISION



Kerry ETB works in partnership with the Community Training Centre to provide community based training for early school leavers as part of the national Youthreach programme. Community Training Centres are independent, community-based organisations which provide training and related supports for early school leavers primarily aged between 16-21 years who have left school with no formal or incomplete qualifications. Learners in CTCs develop individualised learning plans and participate in personal, social and vocational skills training and development leading to major awards on the National Framework of Qualifications.

### QQI Level 3 and 4

• Catering • Construction • Hairdressing • Technology

All courses do Communications, Maths, Computer Literacy and a wide variety of other QQI accredited minor awards and individual literacy and numeracy support is available if required.

### Eligibility

Participants at the Community Training Centres are primarily young men and women between 16 and 21 years of age, who have left school without completing formal examinations (the Junior Certificate); who are experiencing difficulties finding a job; and who are keen to gain a qualification.

While this is the priority group for Community Training Centres, they can however provide for other young people under the age of 25 who are disadvantaged and unemployed, with agreement from Kerry ETB Training Centre.

Kerry ETB Training Centre provides a training allowance to participants at the Community Training Centres and the training is certified leading to recognised awards on the National Framework of Qualifications.

If you would like any more information about the Community Training Centres, contact your local Employment Services Office or alternatively contact your local:

### COMMUNITY TRAINING PROVISION IN KERRY

Community Training Centre, Monavalley Industrial Estate, Tralee, Co. Kerry.

Tel: 066 7125415 | Email: [traleectltd@gmail.com](mailto:traleectltd@gmail.com)

## SPECIALIST TRAINING PROVISION



### Meeting Special Needs

Kerry ETB has a specialist training provider contract with the National Learning Network to deliver programmes to people with additional support needs/disabilities/marginalised in Kerry. These programmes offer more intensive support than is available in non specialist training provision.

Key Features of this specialist vocational training include

- Additional Training Duration
- Transport Arrangements
- Enhanced Trainer- Learner Ratio
- Life Skills/Social Skills
- Adapted Equipment
- Enhanced Programme Content
- Literacy/Numeracy Supports
- Psychological Supports

A range of specialist courses is available at two levels of training, Introductory Skills Training (IST) and Specific Skills Training (SST). The specialist training provision includes in-centre; employer based and blended learning approaches to accommodate learners' training needs. These training courses lead to awards at levels 3-5 on the National Framework of Qualifications.

### Course Level Certification

#### In Centre Programmes

Employability Skills (QQI L3)

Business Administration/Tourism (QQI L5/ ECDL/ MOS)

Sport, Recreation & Exercise (QQI L5)

Catering & Tourism Skills (C&G L2)

Woodwork Multi Skills (C&G L1/L2)

Retail Sales (C&G L2)

#### Blended Learning

Information Processing/ Office Administration (QQI L5 / ECDL/ MOS)

#### Employer Based Training

Business Studies/Childcare/Community Development/Employment Skills (QQI L4/L5/L6)

Client Profile - programmes are open to all people with additional support needs/disabilities/ marginalised. If you wish to avail of this type of training please contact your local INTREO/DSP where you can explore all the options open to you.

### SPECIALIST TRAINING PROVISION IN KERRY

National Learning Network, Clash Industrial Estate, Clash, Tralee, Co. Kerry.

Tel: 066 712 2533 | Email: [tralee@nlm.ie](mailto:tralee@nlm.ie)



## NIGHT/EVENING TRAINING



**Course Costs:** Course costs, including certification where applicable, range between €200 - €390. FREE to persons who are currently on the live register. All courses are run subject to a minimum number of applicants.

**Fee Waiver:** Evening Training Courses are free to persons in receipt of one of the following payments:

- Job Seekers Allowance
- Job Seekers Benefit
- Disability Allowance
- One-Parent Family Payment (OPFP)
- Signing for Credits
- Carer's Allowance or Benefit
- Short-time Working Payment
- Part time Workers in receipt of a DSP Payment
- Widows / Widowers (Contributory and non-Contributory) Pension
- Deserted Wife's Benefit (DWB)
- Farm / Fish Assist (FA)
- Blind Pension
- Invalidity Pension
- Illness Benefit
- Rural Social Scheme (RSS)
- TUS Participants: Internship Participants
- Current Community Employment Participants are also free

To be referred for FREE night training with Kerry ETB Training Centre, please check your eligibility. For further details, visit our website [www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie) or contact us and request an evening class brochure.

### KERRY ETB TRAINING CENTRE

Evening Course Administration, Monavalley, Industrial Estate, Tralee, Co. Kerry

Tel: 066 7149600 | 066 714 9638 | 066 714 9676

Email: [trnight@kerryetbtrainingcentre.ie](mailto:trnight@kerryetbtrainingcentre.ie) | Website: [www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie)

## NIGHTCLASSES

HAVE FUN UNCOVERING YOUR TALENTS



BORD OIDEACHAIS  
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KERRY EDUCATION  
AND TRAINING BOARD

Kerry ETB has a long tradition in the provision of part time evening courses in a diverse and always interesting range of subject areas. They include a wide range of relevant accredited and general interest courses in areas such as:

- Personal and Social Development
- Information Technology/Business
- Languages
- Hobby and Leisure Courses
- Professional Courses

The self-financing adult education programme is a programme designed to provide a range of adult learning opportunities in response to demand. Classes are offered on a self financing basis with fees collected to cover tuition and general overheads. Courses are offered in a number of locations throughout the County with excellent facilities available to potential learners to enhance their skills.

Courses also take place where you may gain a formal qualification. Killarney Community College offers the opportunity to pursue accredited programmes such as Certificate/Diploma in Autism Studies, Certificate/Diploma in Disability Studies, Certificate in Cultural Heritage and Tourism, and Accounting Technician (ATI). There are specific entry requirements for these professional courses and information is available from the centre in which they take place.

Brochures are available from your local Kerry ETB Centre. Courses will also be advertised on our website [www.kerryetb.ie](http://www.kerryetb.ie) - online booking available. Open nights will be held in some centres during late September 2017.

*Please note courses are subject to a minimum number enrolling on each course.  
Classes are open to all adults (over 16 years of age) and fees must be paid in advance.*

Please contact your local centre to request a brochure or to see what is available.

Killarney Community College	John Keane	064 6632008
O'Connell Centre, Caherciveen	Sinead Geary	066 9472414
Coláiste Gleann LÍ, Tralee	Mervin Clifford	066 7122552
Coláiste na Ríochta, Listowel	Maria Fitzgerald	068 21023
Kenmare Adult Education Centre	Michael Broderick	064 6641157
Killorglin Community College	Brian Doolan	066 9761168
An Tochár Adult Education Centre, Causeway	Nora Knapp	066 7131977
Tech Amergin Adult Education Centre, Waterville	Susan Walsh	066 9478956
Kerry ETB Training Centre, Tralee	Course Recruitment	066 7149600


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



## FURTHER EDUCATION & TRAINING COURSE HUB

Search engine for ETB Courses

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Welcome to Further Education and Training Course Hub. Please use the search facility below to find the course that's right for you.

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or use the FETCH course search button on the homepage of the Kerry ETB website

**[www.kerryetb.ie](http://www.kerryetb.ie)**

*Every effort has been taken to ensure information is correct at the time of publication but changes in circumstances may affect the accuracy of the information provided. Kerry ETB retains the right to amend or withdraw any courses. Please note courses commencing are subject to minimum numbers enrolling.*

[www.kerryetb.ie](http://www.kerryetb.ie)  
[www.kerryetbtrainingcentre.ie](http://www.kerryetbtrainingcentre.ie)



**BORD OIDEACHAIS  
AGUS OILIÚNA CHIARRAÍ**

**KERRY EDUCATION  
AND TRAINING BOARD**

**Kerry ETB**

Centrepont, John Joe Sheehy Road, Tralee, Co. Kerry.

V92 P2FE

Tel. 066 7121488

or

**Kerry Adult Guidance and Information Service**

Tel. 066 7121300

**Kerry ETB Training Centre**

Monavalley Industrial Estate, Tralee, Co. Kerry.

V92 PW5O

Tel. 066 7149600

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



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