



Athlone **T**training Centre

training for your future

A collage of images showing a diverse group of people, likely students and staff, in various settings. On the left, a young woman with a white scarf smiles. In the center, a group of people are gathered around a table, some looking at a laptop. On the right, a man is focused on his work at a computer. The background is a mix of blue and orange tones with a pattern of small white dots.

FULL & PART TIME COURSES

2015 - 2016

Welcome Message from John Costello



The aim of this brochure is to present general information on the Athlone Training Centre and courses available to trainees and employers. Athlone Training Centre is the main Training and Skills centre in the Longford/Westmeath Education and Training Board (LWETB). The success of the centre is based on the dedicated staff and learners and the support from local employers and industry. The Training Centre provides a wide selection of courses delivered full-time, part-time and online. Courses are developed in line with local and national needs and often in conjunction with industry.

All courses lead to qualifications ranging from Level 3 to Level 6 on the national qualifications framework, or third-party specialised certification. While the exam process is well embedded on the training courses, the key focus of the courses is the opportunity to attain worker competence in a replicated work environment. So whether you are seeking a career change or up-skilling, I invite you to explore our brochure to learn more about Athlone Training Centre and how we can contribute to your ambitions and goals.

John Costello

Athlone Training Centre Manager



About the Training Centre

Longford and Westmeath Education and Training Board, Athlone Training Centre is committed to delivering an extensive range of training courses to its clients. Athlone Training Centre is centrally located in Garrycastle, Athlone, Co. Westmeath and offers full-time, part-time and blended learning courses. The Training Centre provides courses in areas such as Information Communication Technology, Social Media, Health Care, Construction, Engineering, Health and Beauty and Software Development. The Training Centre constantly reviews its courses to ensure they are up to date with current standards and works with industry to ensure they meet market needs.

Athlone Training Centre has the following facilities:

- Modern equipment
- Modern classrooms
- Fully equipped:
 - Welding areas
 - Hair Salon
 - Engineering area
 - Electrical area
 - Carpentry area
 - Plumbing area
 - Motor area
- Canteen
- Conference room facilities
- Car Park
- Free Bus Service to the Centre from a number of pre-determined routes (Day courses in centre only, please contact the Training Centre for a full bus route schedule)
- Approved Pearson Vue, Prodigy, City and Guilds and Prometric Testing Centre. Whether a current registered learner with the Athlone Training Centre or studying independently the Testing Centre is available for your use

**Please note that for some courses run outside the Training Centre facilities may change*



Testimonials

Joe Nally ITSS (IT Support Specialist) Instructor

"A career in IT is an exciting career choice for both men and women. The variety of roles and the constant changes in technology make it an ideal choice for those with an interest in technology. The move to virtualization, cloud technology and the IoT (Internet of Things) are some of the new and enabling technologies that are being introduced and developed at the moment.

PC Maintenance, Networking and Platform Administration disciplines remain an excellent route into the ICT sector for those with entry level skills which account for about 40% of the in-demand roles available (Skills Audit, 2014 – FIT).

Students from the course have taken up jobs in multinational and IT service companies in Ireland and across the world. We have people in the UK, Germany, Australia, New Zealand, US, Canada, etc. Some trainees have set up their own companies.

The objectives of the course are kept up to date as technology changes. Updates are common, with major changes to content taking place every two to three years. The certification is recognized world-wide. The objectives and modules for each exam are set by the IT industry.

If you have an interest in IT, this is an ideal course to start your progression within the IT Industry. From a starting role as technician you can progress to other specialist roles.

Looking forward to seeing you on the next ITSS course."

Joe Nally

ITSS Instructor, Athlone Training Centre



Testimonials

Karl Moran ITSS (IT Support Specialist) trainee

"I am currently working in Technical Support for Ihub Communications in Mullingar. Prior to that I worked in Dublin for a company called Tomorrows World, where we provided Helpdesk, Deskside, Network and Project Support to several customers including the Department of Foreign Affairs, ESB and Aviva.

The ITSS course in Athlone gave me the skills and confidence to apply for and get these positions, but also to be successful in them. I would highly recommend this course for anybody changing careers or starting out in IT.

Joe's years of experience and friendly, helpful style made this course both fun and interesting.

I really enjoyed the course and made some great friends, two of whom also succeeded in gaining employment in Tomorrows World thanks to our excellent training experience in the Athlone Training Centre."

Karl Moran, Ihub, recent ITSS Trainee, Athlone Training Centre

Celine Kearney Office Administrator Instructor

"I have been an instructor in Athlone Training Centre since 2008, delivering a 40 week programme in Office Administration (Fetac Major 5). My background is in Industry and Education, I am a qualified teacher, with 11 years in the private sector working for Ericsson and O2, initially as a trainer and subsequently as a business and marketing consultant. I have developed the course with a view to securing employment for my trainees. Trainees will leave the course with the ability to manage the day to day operations of any office environment. They gain experience in Microsoft Office (advanced level), customer service, teamwork, document management, report generation, presentation skills, use of office equipment, social networking for industry and SAGE computerised accounts. All of the aforementioned skills are key to any industry today and good administration is invaluable. Trainees organise their own work placement and I engage with these employers over the period. Placement is high on this course (over 60%) with trainees securing employment or moving on to further education."

Celine Kearney, Instructor Office Administration, Athlone Training Centre.

Fiona Naughton Office Administrator student

"With two young children and being 4 years out of work, I found the Office Administration Course and my Tutors gave me the courage, confidence and the motivation to build my skills and qualifications. The tutors were very encouraging, obliging and approachable at all times. Today I am working in Athlone Castle, in a position I am greatly enjoying, due to the help I received from the Staff in the Athlone Training Centre."

Fiona Naughton, Athlone Castle - recent Trainee, Athlone Training Centre.



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Day Courses

Athlone Training Centre offers day courses that are designed to provide trainees with a range of employability related skills and formal qualifications. This assists people entering the labour market for the first time, and people wishing to update or acquire new skills. The wide variety of courses on offer provide the necessary skills required to gain access to employment.

While the majority of day courses are delivered on a full-time basis throughout the year in the Athlone Training Centre, some courses are delivered through a blended learning approach. This involves the trainee attending the Training Centre part time and the remaining time is spent working from home. In addition, some courses are delivered by contracted providers allowing greater flexibility to meet changing demand and the opportunity to run courses in different locations. All this coupled together, allows Athlone Training Centre to respond to market demand and provide new innovative courses.

Courses can lead to FETAC (QQI) Awards at levels 3, 4, 5 and 6 and/or to industry recognised accreditation. Many courses have a strong work placement element.

The duration of a day course can range from 10 to 52 weeks.

Some courses are run as traineeships, which combines formal training and work placement with an employer. A key advantage is the role employers play in the process. The rewards for employers and trainees are numerous from increasing productivity and increasing access to employment opportunities.

Athlone Training Centre Full-Time Day Courses include:

- IT Support Specialist
- Social Media and Marketing
- Computer Aided Design
- 3D Mechanical Drawing
- Welding - Basic to Advanced
- Hairdressing
- Festival Management
- Web Design

**Courses are run per demand, please check our website or call the centre for starting date of next course.*

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

Athlone Training Centre

Course recruitment, Garrycastle, Athlone Co Westmeath

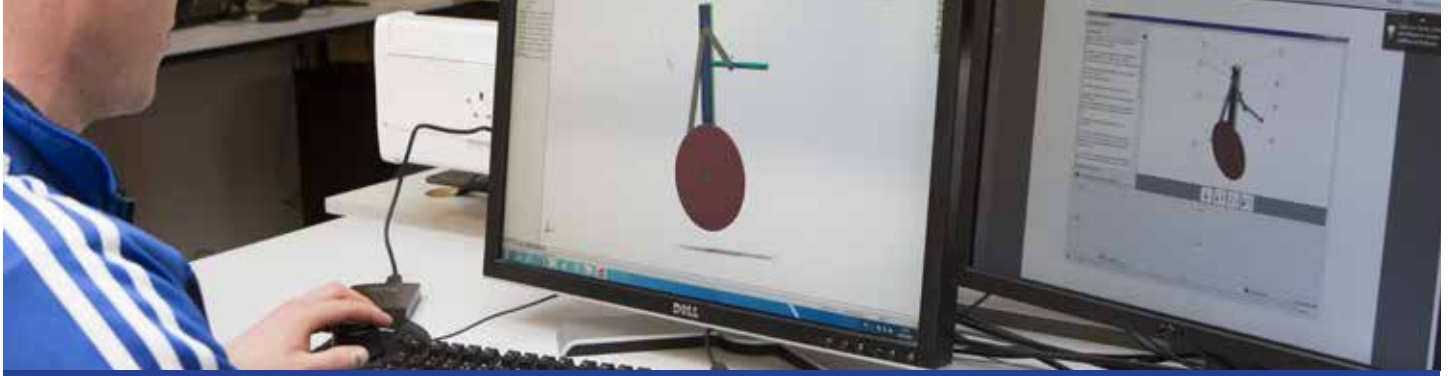
tel: 090 6424200 | 090 6424229 | email: info@athlonetrainingcentre.ie

Website: www.athlonetrainingcentre.ie



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Athlone **Training** Centre
training for your future
Tel: 090 642 4200



Day Course

3D Mechanical Modelling Using Solidworks

Course Type: Digital Design

Duration: 18 weeks

Description:

The aim of the course is to provide trainees with the knowledge, skills and competencies required for 3D mechanical modelling using Solidworks. Students will gain experience in using some of the advanced skills required for 3D mechanical modelling, features such as 3D modelling, 3D assembly and simulation, using the most up to date Solidworks Educational Software.

Course Details:

- This course will be delivered through Blended Learning
- A free copy of Solidworks Educational Software will be provided
- Online videos, assignments, and tuition will be available
- Examinations are online
- Trainees will be asked to attend for tuition one day per week

Course Modules:

- Solidworks Interface
- Sketch entities - lines, rectangles, circles, arcs, ellipses, centerlines
- Sketch tools - offset, convert, trim
- Sketch relations
- Boss and cut features - extrudes, revolves, sweeps, lofts
- Fillets and chamfers
- Linear, circular and fill patterns
- Dimensions
- Feature conditions – start and end
- Mass properties
- Materials
- Inserting components
- Standard mates - coincident, parallel, perpendicular, tangent, concentric, distance, angle
- Reference geometry – planes, axis, mate references
- Drawing views

Certification:

Certified Solidworks Associate –
CSWA Certificate

Progression:

Certified Solidworks Professional –
CSWP Certificate

The CSWA certificate is the foundation exam platform for all solidworks exams and is compulsory to enable further progression.

There are a range of Solidworks exams for various specialised subjects. Information on further exams is available at: www.solidworks.com

Entry Requirements:

- Applicants must have good mechanical aptitude
- Applicants must have the ability to work on their own initiative
- Basic computer skills are desired but not essential
- Drawing skills are desired but not essential

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Industrial Automation

Course Type: Traineeship

Duration: 49 weeks

Description:

The aim of the course is to provide the trainees with the skills and related knowledge in mechatronics and to develop their personal effectiveness and job seeking skills so as to enable them to obtain employment installing services and fault finding in a range of automated industrial engineering electronics equipment.

Course Modules:

- Pneumatic Fluid Power Systems
- Electrical and Electronic Control Systems
- Programmable Automation

Certification:

QQI Award Level 6 Certificate
in Industrial Automation

Progression:

Trainees generally gain employment as automotive technicians in an industrial, electrical environment. Progression to a programme leading to an Ordinary Bachelor Degree (Level 7) or to an Honours Bachelor Degree (Level 8).

Entry Requirements:

- Craft qualification in Electrical, Fitting, Tool-making, Motor or similar
- Third level qualification in Electrical/Mechanical Engineering or similar
- At least three year's experience working in maintenance in a manufacturing production environment

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Concreting

Course Type: Construction

Duration: 8 weeks

Description:

The aim of this full-time programme is to provide trainees with the knowledge, skills and competencies to transport, lay, compact and finish concrete on a range of building site situations in a safe and efficient manner. This is an ideal course for those interested in outdoor work or for construction workers who may be employed and looking to upskill and gain a competitive edge in the labour market.

Course Modules:

Concreting skills, Manual Handling and Safe Pass.

Certification:

QQI Minor Level 4 Award in
Concreting 4N2849

Entry Requirements:

Aptitude for working outdoors. Participants should be physically able for this type of work and willing to work outdoors.
(Course activities involve a lot of manual work)

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Kerb/Flag Paviour Laying

Course Type: Construction (Outdoor)

Duration: 8 weeks

Description:

The aim of this programme is to provide trainees with the knowledge, skills and competencies to prepare an area, lay and fit kerbs, flags and brick paviors. This is an ideal programme for those interested in outdoor work. Trainees will gain from a hands-on approach to Kerb, Flag and Paviour laying.

Course Modules:

Laying foundations; Manual Handling; Safe Pass; Setting out and laying Kerb, Flags and Paviments.

Certification:

QQI Minor Level 4 Award in Laying Kerbs, Flags and Paviments. (Practical and Theory based exams).

Progression:

This is an ideal starting step for the Hard Landscaping course.

Entry Requirements:

Participants should be physically able for this type of work and willing to work outdoors.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.

Hard Landscape Construction

Course Type: Construction (Outdoor)

Duration: 10 weeks

Description:

The aim of the programme is to enable the trainee to develop the knowledge, skills and competencies to select and construct hard landscape features under supervision. Hard Landscape Construction is an extremely popular course for the outdoor enthusiast. It involves creating features in a garden-type environment. Trainees are involved in the design and construction of: Water Features, Wood Features, Stone and Brickwork and Pathways.

Course Modules:

Safe Pass; Manual Handling; Brick Laying; Block Laying; Stone; Paving Slabs/Flags; Paving Blocks; Concrete; Wood Feature Construction.

Certification:

QQI Level 4 Minor Component Certificate in Hard Landscape Construction.

Progression:

Ideal course to move into Horticulture or gain employment in construction industry.

Entry Requirements:

Participants should be physically able for this type of work and willing to work outdoors.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Milling & Turning

Course Type: Engineering

Duration: 23 weeks

Description:

The aim of the programme is to enable the trainee to develop the skills, knowledge and competencies to safely operate a milling machine and centre lathe, communicate ideas graphically through technical drawing and use a range of mathematical skills and tools in a variety of Engineering sectors. Also, as part of this course the trainee will be introduced to CNC principles and concepts (lathe and mill), including machine programming and machine set up.

Course Modules:

- Turning
- Milling
- Technical Drawing

Certification:

- QQI LEVEL 4 Competent Certificate Turning (4N2886)
- QQI LEVEL 4 Competent Certificate Milling (4N2890)
- QQI LEVEL 4 Competent Technical Drawing (4N1289)

Progression:

On successful completion of the course trainees may progress into employment, apprenticeship, further training or higher education.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Applicants must have achieved a minimum of a FETAC Level 3 Major Award or its equivalent
- Good numerical and communication skills are essential, including verbal and written command of the English language

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Healthcare Support

Course Type: Health

Duration: 23 weeks

Description:

The aim of this programme is to enable the trainee to develop the knowledge, skills and competencies to work as part of a multidisciplinary team in the provision of effective and appropriate healthcare supports to clients in a variety of settings, successful trainees will support clients' individual needs, assisting with activities of daily activities and maintaining a safe and hygienic healthcare environment. On successful completion of the programme, trainees may progress to further education and training or to employment.

Applicants should, where possible, have some previous experience working in a care environment. This exposure will help to establish an applicant's suitability for Healthcare as an occupation.

Course Modules:

- Care Skills 5N2770
- Care Support 5N0758
- Career Planning & Job Seeking Skills
- Induction - Common Awards
- Patient Handling
- Personal Effectiveness - 5N1390
- Safety and Health at work 5N1794
- Work Practice Healthcare - 5N1433H

Certification:

Certificate in Healthcare Support at Level 5.

Progression:

On successful completion of the course learners will be able to pursue a career in Healthcare Support.

Entry Requirements:

- Learners must reach 18 years of age before the end of the programme. Applicants who are under 18 years of age on commencement of the programme require a 'Garda Parent/Guardian Consent Form' signed by a Parent or Guardian
- Applicants must have achieved a minimum of a FETAC Level 4 Major Award or its equivalent
- Good communication and interpersonal skills are essential, including verbal and written command of the English language
- Applicants should, where possible, have some previous experience working in a care environment. This exposure will help to establish an applicant's suitability for Healthcare as an occupation

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Retail Skills

Course Type: Business

Duration: 27 weeks

Description:

The aim of the programme is to enable the trainee to develop the knowledge, skills and competence to work in a retail, merchandising or direct sales environment. In addition to obtaining the essential skills to work in the retail sector, the participant will learn essential management and supervisory skills to enhance their career prospects.

Course Modules:

Marketing, Stock Management, Payment Handling, Consultative Selling, Merchandising, Business Law, Customer Service, Information Technology Skills, Communications, Management and Team Working, Career Planning and Work Experience.

Certification:

QQI Level 4 Major Award in Retail Skills (4M1998)

Progression:

Successful trainees on completion of the programme, can apply for Sales Assistant or Supervisory positions within the sector as well as obtaining fundamental modules for business related courses in Third Level Institutions.

Entry Requirements:

Good IT skills, as well as excellent English, both written and spoken.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.

Retail Sales

Course Type: Business

Duration: 9 weeks

Description:

The purpose of the programme is to enable the trainee to develop the knowledge, skills and competence to work in a retail environment, under supervision, engaging in retail selling and performing a range of payment transactions.

Course Modules:

Payment Handling, Customer Care, Stock Management, Consumer Law, Team working and Communications.

Certification:

QQI LEVEL 4 Component Certificate
Retail Sales Techniques 4N1183

Team-working 4N1169, & Retail
Payment Procedures 4N1185

Progression:

The successful individual having achieved certification in the above will be qualified to apply for positions within the retail sector.

Entry Requirements:

Good IT skills, as well as excellent English, both written and spoken.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Office Administration

Course Type: Business

Duration: 40 weeks

Description:

To enable the trainee to acquire the knowledge, skill and competence to work independently and under supervision, providing administration services and support, in a range of office administration environments. Encompasses Microsoft Office, Document Production & Management, Customer Service Training, Use of Office Equipment, Portfolio & Report Creation and Team-working. Trainees also have the opportunity to take MOS (Microsoft Office Specialist) exams and SAGE computerised accounts training. There will be information sessions on social networking and career planning skills.

Course Modules:

- Induction to Common Awards
- Information and Administration (5N1389)
- Word Processing (5N1358)
- Spreadsheet Methods (5N1977)
- Database Methods (5N0783)
- Customer Service (5N0972)
- Teamworking (5N1367)
- Work Practice (5N1433d)
- Text Production (5N1422)

Certification:

QQI Level 5 (Major) Award Certificate in Office Administration (5M1997)

Progression:

Trainees can progress to further and higher education studies at FETAC Level 6. Trainees also progress successfully to employment.

Entry Requirements:

Minimum: ECDL qualification or FETAC Level 4 in similar discipline. Good numerical and communication skills are essential, including good verbal and written command of the English language.

Aptitude: Interest and ability for office administration role

Commitment of the learner: High (22 elements to complete in 40 weeks), ability to work at home and must have internet access.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.

Trainability Test: Short Excel Test and Typing Test, Minimum Typing speed 15wpm to 95% accuracy

Other: Must have pre-arranged work experience in an office environment when attending for interview to be eligible for selection.



Day Course

Festival Management & Sound Production

Course Type: Business

Duration: 36 weeks

Description:

The aim of this course is to provide trainees with the skills required to succeed in the festival and event industry. The course addresses the growing requirement for trained professionals in this expanding sector. The course also aims to ultimately contribute to a number of indigenous festivals and events.

Previous experience in the festival and event industry essential. Experience in the arts, cultural and community sectors is desirable but not essential.

Course Modules:

- Career Planning and Job Seeking Skills
- Communications for Festival Management and Sound Production
- Customer Care for Festival Management and Sound Production
- Enterprise Skills for Festival Management and Sound Production
- Event Management for Festival Management and Sound Production
- Live Sound and Lighting
- Music Production
- Sound Engineering
- The Festival and Music Business
- Work Practice

Certification:

City & Guilds certificate in Festival Management & Sound Production.

Progression:

On successful completion of the course trainees will be equipped with the skills to pursue a career in festival management and sound production.

Entry Requirements:

- Applicants must have reached the statutory school leaving age
- Leaving Certificate Standard required, with proficiency in maths. Third level education is desirable (though not essential)
- Learners must be motivated to learn, be computer literate, with good basic standard of English and Maths. Learners must be able to do research and be willing to undertake projects and assignments
- Previous experience in the festival and event industry essential. Experience in the arts, cultural and community sectors is desirable but not essential

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

IT Support Specialist

Course Type: IT Hardware

Duration: 56 weeks

Description:

The aim of this blended learning course is to provide PC and Network Technicians to the IT industry. This role typically involves the building, maintaining, troubleshooting and repairing of IT equipment, servers and networks. IT Technicians typically work with a mix of clients ranging from home users to small, medium size enterprises, large multinationals, as well as running help desks and assisting in sales. Technicians are employed in IT companies, large and small or may be self-employed.

Course Modules:

CV and Interview Techniques; Job Search; Communication Skills; Hardware; Operating Systems; Security; Networking; Laptops; Mobile Devices; Printers; Troubleshooting; Virtualization; Cloud; PC Build; Managing and Troubleshooting Devices; TCP/IP; LAN and WAN technologies; Routing; Server Installation and Services; Forensics; Encryption; Disaster Recovery.

Certification:

- Microsoft:
- MTA Operating Systems 98-349
- MTA Networking 98-366
- MTA Server 98-365

Progression:

The qualification of IT and Networking Technician leads to many other Professional qualifications in the IT Industry. E.G. Server, Cisco, Pre Sales, Cloud, Virtualization, Security, IT Architect, Computer Forensics, etc.

Entry Requirements:

The qualification of IT and Networking Technician leads to many other Professional qualifications in the IT Industry for example Server, Cisco, Pre Sales, Cloud, Virtualization, Security, IT Architect, Computer Forensics, etc.

Must have an IT company organized for work experience prior to interview.

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Medical Administration

Course Type: Health

Duration: 49 weeks

Description:

The aim of the programme is to provide trainees with the knowledge, skill and competencies to provide administrative support in a medical office environment including office administration, audio transcription and medical records management.

Course Modules:

- Anatomy and Physiology (5N0749)
- Audio Transcription (5N1549)
- Career Planning & Job Seeking Skills
- Induction - Common Awards
- Information & Administration (5N1389)
- Medical Terminology (5N2428)
- Text Production (5N1422)
- Word Processing (5N1358)
- Work Practice Medical Administration (5N1433c)

Certification:

Certificate in Office Administration
at FETAC (QQI) Level 5

Progression:

On successful completion of the course trainees will be able to pursue a career as a Medical Administrator. This could be in a doctor's surgery or in a hospital setting.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Applicants should have achieved a minimum of a FETAC Level 4 Major Award or its equivalent
- Good numerical and communication skills are essential, including verbal and written command of the English language

Selection Criteria:

Information session, brief discussion and typing speed test may form part of the selection process and an aptitude test where applicable.



Day Course

Information Technology Applications

Course Type: Computing

Duration: 14 weeks

Description:

This full time 14 week course will enable the trainees to gain technical & theoretical knowledge in Computer Literacy, Word Processing, Spreadsheets and Database Software. Throughout this course the learner will assemble a portfolio to display their skills. Learners who complete this course successfully will achieve a FETAC Level 3 Component Awards in Computer Literacy, Word Processing, Spreadsheets and Database.

Course Modules:

- Induction to the course
- Career Planning and Job Seeking
- Computer Literacy (MINOR 3 - 3N0881)
- Word Processing (MINOR 3 - 3N0588)
- Spreadsheets (MINOR 3 - 3N0542)
- Database (MINOR 03 – 3N0550)

Certification:

FETAC QQI MINOR LEVEL 3
Awards in Computer Literacy, Word
Processing, Spreadsheets and
Database.

Progression:

Successful completion of these awards will enable the trainee to progress to further ICT programmes at a higher level.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Basic numeracy and literacy is essential
- Good command of the English language required in order to understand instruction and undertake required assessments

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Hairdressing

Course Type: Hairdressing

Duration: 41 weeks

Description:

The aim of this programme is to enable the trainee to acquire the knowledge, skills and competencies in hairdressing theory, practice and skills to work independently and under supervision in a hairdressing environment.

Course Modules:

- Career planning and work experience
- Hairdressing science
- Hairdressing theory and practice
- Induction
- Safety and health at work
- Creative Styling
- Team Working
- Customer Care
- Work Experience

Certification:

FETAC QQI Level 5 Major Award
in Hairdressing (5M3351)

Progression:

On successful completion of the programme, learners may progress into higher education and training or to employment.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Applicants must have achieved a FETAC Level 4 Major Award or its equivalent
- It is recommended that applicants have achieved at least Junior Cert or equivalent in a Science subject
- Good Eye/Hand co-ordination
- Good finger dexterity, i.e. be able to use hairdressing tools and equipment in a safe manner
- Be able to identify basic shapes and to visualise the end result of a hairstyle
- Full time/part time work experience in a commercial hairdressing salon desirable

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Diploma in Social Media for Business (Marketing) 7513-03

Course Type: IT Software

Duration: 19 weeks

Description:

The CITY & GUILDS Level 3 Diplomas assess trainees to ensure they understand social media and digital marketing as a competitive business tool and how these tools and skills can be utilised proactively and constructively. The diplomas include units to cover a range of knowledge and skills to fully understand the impact and power of social media and digital marketing in this current age. This Programme will result in the learner getting a CITY & GUILDS Level 3 Diploma in Social Media for Business (MARKETING) CITY & GUILDS UNIT Level 3 Award.

Course Modules:

- Content Management System Website Creation 7513-305
- Creating and Optimising Content For The Web 7513-306
- Principles of Keywords and Optimisation 7513-302
- Principles of Marketing - Non Assessed - For 7513
- Principles of Mobile Social Media for a Business 7513-307
- Principles of Social Media within a Business 7513-301
- Social Media for Business Project
- Social Networking Management for a Business 7513-303
- Use Digital & Social Media in Marketing Campaigns
- Using Collaborative Technologies 7513-304

Certification:

Diploma in Social Media for Business City and Guilds Level 3

Progression:

On successful completion of the course the trainee can pursue a career in Digital Marketing.

Entry Requirements:

- School Leaving Age
- This CITY & GUILDS Level 3 Diploma in Social Media for Business (Marketing Pathway) is suitable for trainees wishing to enter this new environment and is recognised by employers and the industry. The qualification is suitable for those working in social media roles that have had no formal Marketing/Social Media training. This qualification assesses trainees to ensure that they understand how social media can be practically, proactively and constructively used as a viable business mechanism. Applicants must have reached the current statutory school leaving age. Capable of working on own initiative and as part of a team. Problem solving and a flair for troubleshooting

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Sports Recreation and Exercise

Course Type: Sports & Recreation

Duration: 39 weeks

Description:

The purpose of this course is to enable the trainee to acquire the knowledge, skills and competencies in a range of sports, recreation and exercise activities to work under supervision in a variety of sports related contexts and or to progress to further education and training.

Previous sporting experience would be an advantage as would any other sport / exercise programme undertaken.

Course Modules:

- Communications 5N0690
- Exercise and Fitness - 5N2668
- Induction - Common Awards
- Nutrition 5N2006
- Additional modules included on a course by course basis

Certification:

FETAC (QQI) Certificate in Sports, Recreation & Exercise at Level 5

Progression:

On successful completion of the course trainees will be able to pursue a career in sports and leisure.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Junior certificate level or equivalent minimum
- Excellent verbal and written skills
- Demonstrate keen interest in fitness
- Previous sporting experience would be an advantage as would any other sport / exercise programme undertaken

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Access to Training

Course Type: Career Planning

Duration: 3 weeks

Description:

This course is designed to assist trainees in deciding on their Career Plan, provide the skills required to achieve their goals and instil the confidence to put this plan into action. It will enable them to progress into further training. It is also intended that this programme would provide progression from the Pathways Programme.

Course Modules:

- Career Planning and Job Seeking Skills
- Induction – Bridging
- Information on Training, Education and Employment
- Information Technology Awareness
- Personal Development Skills

Progression:

On successful completion of the course students will have a career plan in place and can progress to further training.

Entry Requirements:

Applicants must have reached the current statutory school leaving age
No formal educational qualifications are required

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Web Design

Course Type: Business & IT Software

Duration: 17 weeks

Description:

This course introduces trainees to basic web design using HTML (Hypertext Markup Language) and CSS (Cascading Style Sheets). The course does not require any prior knowledge of HTML or web design. Throughout the course trainees are introduced to planning and designing effective web pages, implementing web pages by writing HTML and CSS code, enhancing web pages with the use of page layout techniques, text formatting, graphics, images and multimedia and producing a functional multi-page website.

Course Modules:

- Induction to the course
- Career Planning and Job Seeking
- Adobe CS6 – Dreamweaver
- Adobe CS6 – Fireworks
- Good Web Design Techniques
- HTML
- CSS

Certification:

Adobe Certified Associate in Web Communications using Dreamweaver CS6
Adobe Certified Associate in Web Communications using Dreamweaver CS5

Progression:

On successful completion of the course the learner can pursue a career in Web Design or progress into Digital Marketing.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Leaving Certificate, or equivalent Advanced IT Skills
- Must be creative, efficient and knowledgeable with Graphic Design principles
- Capable of working on own initiative and as part of a team. Problem solving abilities and a flair for troubleshooting
- Attention to detail
- Experience in Marketing, Graphic Design or Fine Art. Experience of working in Photoshop or similar Graphic editing program. Relevant experience in Public Relations, Advertising or ICT is desirable

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Welding

Course Type: Engineering

Duration: 16 weeks

Description:

The aim of the course is to provide the trainees with the skills and related knowledge in reading of drawings, manual metal arc welding, M.I.G. welding and T.I.G. welding and to develop their attitudes, personal effectiveness and job seeking skills to enable them to obtain employment as welders.

Course Modules:

- Career Planning and Job Seeking Skills
- In-company
- Induction
- M.I.G. Welding
- Machine Tools (Welding)
- Manual Metal Arc Welding
- Oxy-acetylene Cutting
- Reading Basic Technical Drawings
- Safepass
- T.I.G. Welding

Certification:

Welders Approval Certification
ISO, BS, EN 9606-1 2013 in the
following, S.M.M.A, M.I.G, T.I.G
aluminium and stainless steel.
Certification valid for three years.

Progression:

- Employment as a Welder
- Progression to Intermediate Welding

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Junior Certificate standard or its equivalent
- Good spatial aptitude good eye/hand co-ordination, good manual dexterity

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Day Course

Welding (Intermediate)

Course Type: Engineering

Duration: 16 weeks

Description:

The aim of the course is to provide the trainees with the skills and related knowledge in Carbon Steel Open Butt Plate Welding, 2" Stainless Steel and Carbon Steel Pipe, all to X-Ray Standard.

Course Modules:

- Career Planning and Job Seeking Skills
- In-company
- Induction
- Machine Tools (Welding)
- Manual Metal Arc Welding Intermediate
- MIG Welding Intermediate
- Oxy-Acetylene Cutting
- Safepass
- T.I.G. Welding Aluminium Intermediate
- T.I.G. Welding Stainless Steel Intermediate
- Theory of Welding

Certification:

Welders Approval Certification in Coded vertical plate to radiography standard ISO, BS, EN 9606-1 2013, TIG 2"- 3" Carbon stainless pipe H-LO45 (fixed at 45 degrees), autogenous welding (optional). Certification valid for three years.

Progression:

On successful completion of the course the trainee can gain employment as a Coded Welder.

Entry Requirements:

- Applicants must have reached the current statutory school leaving age
- Successfully completed a Basic Welding Course
- Successfully completed a practical welding test to basic standard. Refer to Trainee selection criteria
- Previous welding experience essential. Min 2 years in the workplace

Selection Criteria:

Information session and brief discussion may form part of the selection process and an aptitude test where applicable.



Evening Courses

Athlone Training Centre offers evening courses that are designed to provide trainees with a range of employability related skills and formal qualifications. This assists people wishing to upskill or acquire new skills. The wide variety of courses on offer provide the necessary skills required to gain access to employment and also allow for trainees to progress onto full daytime courses.

Courses can lead to FETAC (QQI) Awards at levels 3, 4, and 5 and/or to industry recognised accreditation.

The duration of an evening course can range from 5 to 25 weeks.

Generally courses are run 1 to 2 evenings per week.

Evening course terms commence in January, April and September.

Athlone Training Centre Evening Courses include:

- Web Design
- Computer Aided Design
- 3D Modelling
- Welding - Basic to Advanced
- Hairdressing
- Accounts and Payroll
- Train the Trainer
- Microsoft Office Specialist
- Start your own Business

**Courses are run per demand, please check our website or call the training centre for starting date of next course.*

Course Costs:

Course costs, including certification where applicable, range between €200 - €300. Courses may be FREE to people who are currently on the live register. Please contact our Evening Course Department for full details.

To register for evening courses or request a brochure please contact Athlone Training Centre or your local Intreo office.

For a full list visit of course please visit our website www.athlonetrainingcentre.ie

Athlone Training Centre

Evening Course Department, Garrycastle, Athlone, Co Westmeath

tel: 090 6424200 | 090 6424292 | email: info@athlonetrainingcentre.ie

Website: www.athlonetrainingcentre.ie



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Evening Courses

BOOKKEEPING – MANUAL & COMPUTERISED

Duration: 51 hours

Description:

The aim of this course is to provide the trainees with the knowledge, skills and competencies to operate a manual book keeping system from source documents up to trial balance and a computerised accounts system incorporating Debtors, Creditors, Nominal Ledgers and financial reporting system.

Certification:

FETAC LEVEL 5

INFORMATION TECHNOLOGY SKILLS

Duration: 45 hours

Description:

The aim of this course is to provide the trainees with the knowledge, skills and competencies to understand a range of information technology concepts and terminology, describe the impact of information technology on personal, working and community life, manage files, folders and directories, navigate specific internet sites, create and manage a personal email account and develop skills in data entry and word processing.

Certification:

FETAC LEVEL 4

DOOR SECURITY PROCEDURES

Duration: 30 hours

Description:

The aim of this course is to provide the trainees with the knowledge, skills and competencies to work as Door Security Personnel and to enable trainees to perform practical security duties and procedures in order to maintain a safe and secure environment for patrons, staff and members of the public.

Certification:

FETAC LEVEL 4

GUARDING SKILLS

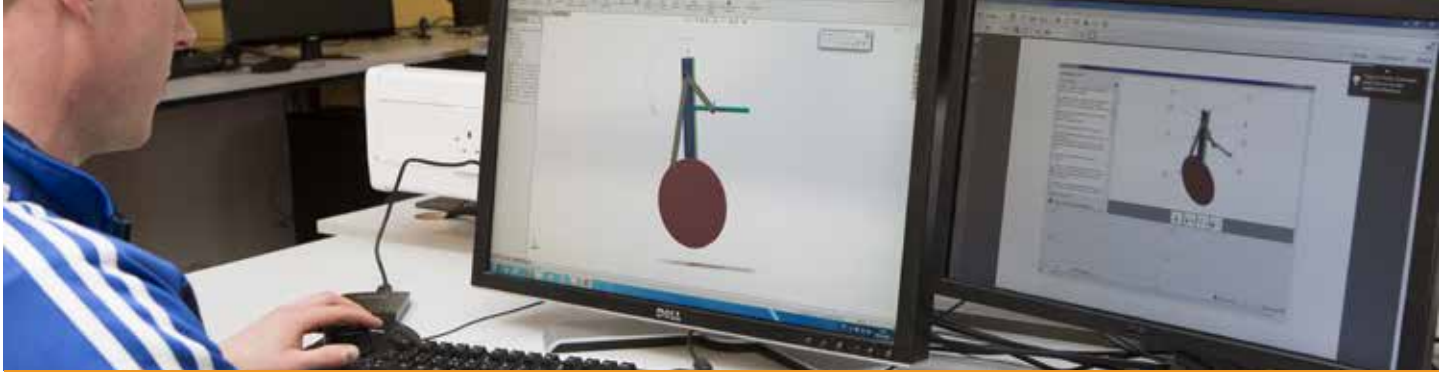
Duration: 30 hours

Description:

The aim of this course is to provide the trainees with the knowledge, skills and competencies to work under supervision as a security officer, performing practical security duties and procedures whilst also responding to security situations in a variety of settings.

Certification:

FETAC LEVEL 4



Evening Courses

3D PARAMETRIC MODELLING – MECHANICAL 1.00

Duration: 108

Description:

The aim of this course is to introduce trainees to 3D parametric modelling of mechanical components and assemblies using SolidWorks software package.

Certification:

Certified SolidWorks Associate (CSWA) with an option for CSWP if required.

ARCHITECTURAL BUILDING INFORMATION MODELLING

Duration: 108 hours

Description:

The aim of this course is to provide participants with a qualification which is now the industry standard in architectural modelling.

Certification:

Certified Autodesk Revit Certified User

PAYROLL – MANUAL & COMPUTERISED

Duration: 51 hours

Description: The aim of this programme is to provide the trainees with the knowledge, skills and competencies to operate and maintain accurate payroll records using both manual and computerised systems within an organisation, working under general direction and supervision.

Certification: FETAC LEVEL 5

SPREADSHEET METHODS & MOS EXCEL CORE

Duration: 45 hours

Description:

The aim of this programme is to provide the trainees with the skills and related knowledge in the Microsoft Office Excel Software Software Package.

Certification: FETAC LEVEL 5 PLUS MOS CERTIFIED.



Evening Courses

MIG WELDING

Duration: 60 hours

Description:

To provide the trainees with the knowledge, skills and competencies to enable them to use MIG Welding equipment safely and correctly.

Certification: EN CERTIFIED. (TRAINEES MUST HAVE OVERALLS AND SAFETY BOOTS).

MILLING

Duration: 60 hours

Description:

To provide the trainees with the knowledge, skills and competencies to operate a milling machine to approved standards.

Certification: FETAC LEVEL 4.

OXY ACETYLENE WELDING (GAS)

Duration: 39 hours

Description: The aim of this programme is to provide the trainees with skills, related knowledge and competencies to use Oxy-Acetylene equipment to weld a limited range of mild steel joints. Topics covered: Safety hazards associated with Oxy-Acetylene welding, Oxy-Acetylene welding process, equipment and set up, weld runs, fillet welds, lap joints, butt joints and welding outside corner joints. Butt welding of mild steel pipe with and without CCMS (Copper Coated Mild Steel) filler rod.

Certification: FETAC LEVEL 3 COMPONENT AWARD

OCCUPATIONAL FIRST AID & DEFIBRILLATION

Duration: 30 hours

Description: The aim of this programme is to provide trainees with the necessary knowledge, skills and competencies to be competent in dealing with accidents and emergencies in the workplace in compliance with the requirements of the Safety, Health and Welfare at Work (General Application) Regulations 2007.

Certification: FETAC LEVEL 5



Evening Courses

START YOUR OWN BUSINESS

Duration: 30 hours

Description: The aim of this course is to provide trainees with the knowledge and skills to understand the key elements/ processes required in starting a business, to conduct a personal assessment and to conduct a business assessment.

Certification: CERTIFICATE OF ATTENDANCE

MANUAL METAL ARC WELDING

Duration: 60 hours

Description: This course provides the trainees with the skills knowledge and competence to enable them to use Manual Metal Arc Welding equipment safely and correctly. (Trainees must have overalls and safety boots).

Certification: EN CERTIFIED.

PC MAINTENANCE & REPAIR

Duration: 30 hours

Description: The aim of the programme is to provide trainees with the knowledge, skills and competencies in installing and configuring hardware, software and peripheral equipment in a PC system, to troubleshoot, resolve and use preventative maintenance techniques for basic PC issues. Topics: PC Installation & Configuration, Inside the PC System Box, Peripheral Equipment Setup & Troubleshooting and PC Virus Protection.

Certification: CERTIFICATE OF ATTENDANCE

PROGRAMMING IN JAVA

Duration: 30 hours

Description: The aim of the programme is to provide the trainees with the skills and related knowledge in Java to enable them gain a solid foundation in the fundamentals of Java. Topics: Language Fundamentals, Classes, Objects, Inheritance, Interfaces, Exceptions, Threads, GUI's, Numbers and Strings.

Certification: CERTIFICATE OF ATTENDANCE



Evening Courses

RECEPTION & SHAMPOOING SKILLS

Duration: 30 hours

Description:

The aim of this programme is to equip the trainee with the knowledge, skills and competencies to carry out a range of reception and salon duties and to shampoo and condition hair under supervision.

Certification: FETAC LEVEL 3 HAIRDRESSING BASIN SKILLS

BLOW DRYING HAIR

Duration: 30 hours

Description: The aim of the programme is a progression for trainees who have completed the Reception & Shampooing Skills course. The aim is to provide trainees with a knowledge of blow drying hair.

Certification: FETAC LEVEL 3 BLOW DRYING HAIR

HAIRDRESSING DES SENIOR TRADES

Duration: 30 hours

Description: The aim of the programme is run to help prepare trainees for DES Senior Trades Examination – Hairdressing. Trainees must have completed a QQI Level 5 Hairdressing or Junior Trades Certification – Hairdressing.

Certification: HAIRDRESSING SENIOR TRADE

SUPERVISORY MANAGEMENT

Duration: 60 hours

Description: The aim of this programme is to provide trainees with the knowledge, skills and competencies of management and development. Topics covered in this course: The development of management, functional activities of management, popular theories of motivation, leadership and management styles, effective motivation and communication, problem-solving, decision-making and managing conflict effectively.

Certification: FETAC (QQI) LEVEL 6



Evening Courses

TIG WELDING

Duration: 60 hours

Description: The aim of this course is to provide the trainees with the knowledge, skills and competencies which will enable them to use T.I.G. welding equipment to weld lap joints in the 2F and 3F position and tee joints in the 2F and 3F position in mild steel, stainless steel and aluminium plate. (Clients must have overalls and safety boots).

Certification: EN CERTIFIED

TURNING (MACHINE TOOL OPERATING)

Duration: 60 hours

Description:

The aim of this course is to provide the trainees with the knowledge, skills and competencies to operate a centre lathe to approved standards.

Certification: FETAC LEVEL 4

WEB DESIGN

Duration: 51 hours

Description:

The aim of this course is to provide trainees with the necessary skills and knowledge to enable them to construct web pages for web sites and enhance existing web sites.

Certification:

CITY AND GUILDS CERTIFIED LEVEL 2



Community Training

Athlone Training Centre is committed to working with local communities to provide a Community Training Provision. This is achieved by working in partnership with Community Training Centres (CTCs), with community based groups and voluntary organisations to facilitate the running of Local Training Initiatives (LTIs)

Community Training Centres (CTCs)

Athlone Training Centre works in partnership with Community Training Centres (CTCs) to provide training and related services to early school leavers. The programme is for those aged between 16-21 without a Leaving Cert/Junior Cert qualification who are having difficulty accessing employment and would like to gain a qualification. Trainees 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.

Courses are generally delivered to **FETAC (QQI) Level 3 and 4**

Courses are run in the following areas:

- Catering
- Construction
- Hairdressing
- Information Technology

All courses deliver modules in Communications, Maths, Computer Literacy and a wide variety of other FETAC (QQI) accredited Minor Awards. Individual literacy and numeracy support is available if required.

Eligibility

Trainees 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.

If you would like any information about the Community Training Centres (CTCs), contact Athlone Training Centre or your local Intreo Office.



Local Training Initiatives (LTIs)

Athlone Training Centre works in partnership with community based groups and voluntary organisations to provide training through Local Training Initiatives (LTIs) programmes. The Local Training Initiatives programme is for those aged between 18-35 year olds and targets specific groups that may experience barriers accessing employment or mainstream training and education programmes. LTIs provide vocational training opportunities, learning supports and project-based learning to assist participants achieve awards on the NQF and to develop the capacity to progress to further training, education and work. The Local Training Initiative programme supports many organisations engaged in a wide variety of activities including genealogy, environment, heritage, tourism, arts, sports and leisure.

Course are generally delivered to **FETAC (QQI) Level 3, 4 and 5**

LTI courses include:

- Catering
- Construction
- Information Technology
- Retail
- Horticulture

Eligibility

The programme is open to anyone who is unemployed and between the age of 18 and 35 years. There are no formal educational requirements for the programme. Athlone Training Centre recognises that many people may have some problems with literacy, this should not however deter them from participating on a programme.

If you would like any information about the **Local Training Initiatives (LTIs)**, contact Athlone Training Centre or your local Intreo Office

Athlone Training Centre

Course Recruitment, Garrycastle Athlone Co Westmeath

tel: 090 6424200 | 090 6474481 | email: info@athlonetrainingcentre.ie

Website: www.athlonetrainingcentre.ie



Specialist Training Providers (STPs)

Athlone Training Centre has a specialist training provider contract with the National Learning Network to deliver programmes to people with disabilities. 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
- Adapted equipment
- Transport arrangements
- Enhanced Programme content
- Enhanced trainer-learner ratio

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 Includes

- Applied Information Technology, ECDL, MOS, FETAC (QQI) Level 3/4
- Catering and Culinary Skills, FETAC (QQI) Level 4
- Career Directions, FETAC (QQI) Level 3
- Employer Based Training, FETAC (QQI) Level 3-5, ECDL
- Introductory Skills Training, FETAC (QQI) Level 3-4
- Information Technology by Distance Learning, FETAC (QQI) Level 3-4
- Sporting Chance, FETAC (QQI) Level 3-5
- Woodworking Multi Skills, FETAC (QQI) Level 3-4, City and Guilds

Client Profile:

Programmes are open to all disability groups.

If you have a disability and wish to avail of this type of training please contact your local Intreo / Department of Social Protection Office where you can explore all of the options open to you.

Athlone Training Centre

Course Recruitment, Garrycastle Athlone Co Westmeath

tel: 090 6424200 | 090 6474481 | email: info@athlonetrainingcentre.ie

Website: www.athlonetrainingcentre.ie



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Standard Based Apprenticeship

SOLAS has the overall responsibility for managing apprenticeship nationally. Athlone Training Centre has responsibility for the administration and management of the apprenticeship programme in the Midlands Region. Apprenticeship is governed by the Rules of Apprenticeship in the designated occupations and Athlone Training Centre provides a support service to help apprentices to gain the knowledge, skills and competencies required to perform effectively as a craftsperson.

Apprenticeship is standard based. During your apprenticeship there is a requirement to follow a specific course of training and undergo a series of assessments to confirm that the required standard has been reached.

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.

Off-the-job training is provided as follows:

- Phase 2 : Athlone Training Centre (for Specific trades only)
- Phase 4 : Institute of Technology or College of Further Education
- Phase 6 : Institute of Technology or College of Further Education

At present the general duration of apprenticeship is a minimum of four years provided that the following is complied with:

- Attend all off-the-job training phases when scheduled by SOLAS
- Pass all off-the-job modular assessments
- Pass all on-the-job assessments and ensure results are returned to the appropriate Education and Training Board

On the job training:

Employers have responsibility for providing on-the-job training and completing on the job assessments.

How to become an apprentice?

You must obtain employment as an apprentice in your chosen trade. Your employer must be approved to train apprentices and must register you as an apprentice within 2 weeks of recruitment.

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 Department of Education and Skills 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 SOLAS.

In certain crafts, apprenticeship applicants are required to pass an approved colour vision test for some trades only.

Employers can determine their own educational requirements e.g the E.S.B. have a minimum requirement of Leaving Certificate.



Craft Occupations

Apprenticeship applies to the following crafts:

CONSTRUCTION

- Brick & Stonelaying
- Carpentry & Joinery
- Floor & Wall Tiling
- Painting & Decorating
- Plastering
- Plumbing
- Wood Manufacturing & Finishing
- Pipefitting
- Stonecutting & Stonemasonry

ENGINEERING

- Mechanical Automation and Maintenance
- Fitting
- Fariery
- Industrial Insulation
- Metal Fabrication
- Sheet Metalworking
- Toolmaking

ELECTRICAL

- Aircraft Mechanics
- Electrical
- Electrical Instrumentation
- Electronic Security Systems
- Instrumentation
- Refrigeration & Air Conditioning

MOTOR

- Agricultural Mechanics
- Construction Plant Fitting
- Heavy Vehicle Mechanics
- Motor Mechanics
- Vehicle Body Repairs

PRINTING

- Print Media

For more information, please contact your local training advisor at Athlone Training Centre

Athlone Training Centre

Training Advisor, Garrycastle Athlone Co Westmeath
tel: | 090 6424200 | email: info@athlonetrainingcentre.ie
Website: www.athlonetrainingcentre.ie

Information on Qualifications and Accreditation

The National Framework of Qualifications



Ten-level system

The National Framework of Qualifications (NFQ) is a ten-level system (1–10) giving an academic or vocational value to qualifications obtained in Ireland.

NFQ levels help indicate how an award can be used for training, education and employment opportunities (see fan diagram).

Each level is based on nationally agreed standards of what a learner is expected to know and be able to do after receiving an award.

QQI is Ireland's guardian of the NFQ system. They are responsible for the quality assurance of providers of education and training. They also have responsibility for the validation of qualifications and also make some awards themselves.

NFQ serves several purposes.

- It ensures awards obtained in Ireland are quality-assured and recognised internationally
- It is part of a system for comparing Irish and International awards
- It supports lifelong learning by recognising knowledge and skills within a comparative framework even if they are not recognised by a formal award
- It provides a system of establishing eligibility in learning processes for access, transfer and progression
- It recognises awards made by professional bodies

Information on Qualifications and Accreditation

The NFQ has four award types, they are:

- Major Awards: the principal class of award made at a level
- Minor Awards: for partial completion of the outcomes for a major award
- Supplemental awards: for learning that is additional to a major award
- special Purpose awards: for relatively narrow or purpose-specific achievement

Quality and Qualifications Ireland (QQI)

Quality and Qualifications Ireland (QQI) was established on 6 November 2012 under the Qualifications and Quality Assurance (Education and Training) Act 2012. The new Authority is being created by an amalgamation of four bodies that have both awarding and quality assurance responsibilities: the Further Education and Training Awards Council (FETAC), the Higher Education and Training Awards Council (HETAC), the National Qualifications Authority of Ireland (NQA) and the Irish Universities Quality Board (IUQB). The new Authority assumes all the functions of the four legacy bodies while also having responsibility for new or newly-statutory responsibilities in particular areas.

Professional Qualifications

Athlone Training Centre delivers a wide range of courses carrying professional qualifications. The Training Centre has an approved Pearson Vue, Prometric, Microsoft and City and Guilds Test Centre. Whether a current registered trainee with the Athlone Training Centre or studying independently, the Testing Centre is available for your use. For a full list of these qualifications please contact Athlone Training Centre.



General Information about Athlone Training Centre

How to Register for a course:

To register for a course please contact Athlone Training Centre at the following numbers:

Recruitment Section Day Courses: 090 6424200 - 090 6424229

Evening Courses: 090 6424200 - 090 6424269

Apprenticeship: 090 6424200

Community Training: 090 6424200 - 090 6424229

Reception: 090 6424200

Email: info@athlonetrainingcentre.ie

Web: www.athlonetrainingcentre.ie

Alternatively you can register through your local Intreo Office

When do Courses Start?

Athlone Training Centre is open all year and does not close for the summer. Courses are continuously starting.

Check our website for the next start date or contact the Recruitment Section:

Recruitment Section: 090 6424200 - 090 6424229

Reception: 090 6424200

Email: info@athlonetrainingcentre.ie

Web: www.athlonetrainingcentre.ie

What are the hours of a day training course in centre?

In-centre courses are run Monday – Thursday 8.30-3.45 and Friday 8.30-12.45

These hours may change for Blended Learning and for external courses

Is there a transport service to the Training Centre?

Athlone Training Centre has a free bus service running to the centre for registered trainees. This service runs from a number of locations in the midlands. To view the timetable please check out the website or contact Athlone Training Centre.



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lwetb

*Bord Oideachais agus Oiliúna
an Longfoirt agus na hIarmhí*
Longford and Westmeath
Education and Training Board

For more information

Athlone Training Centre, Garrycastle, Athlone, Co. Westmeath

Tel: 090 642 4200

Email: info@athlonetrainingcentre.ie

www.athlonetrainingcentre.ie

GPS Coordinates:

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Further Education and Training Authority