

Adult Course Guide

2026/27



Welcome to our Adult Course Guide

Whether you want to change your career, gain qualifications, skills and knowledge needed to fulfil a lifelong ambition, take your next step to get to university or secure a promotion, we have a course for you!

Our adult student offer includes:

- **FREE*** kit and uniform
- **Funded*** or subsidised tuition fees
- Access to Advanced Learner Loans for Level 3 courses
- Access to bursary funds* for travel, childcare, trips and essential items
- Tuition from expert tutors who have real world industry experience
- A wide range of online courses offering the flexibility to study in your own time
- Industry standard qualifications with connections to employers and universities
- World class facilities
- Flexible timetables around school hours to help those with children
- **FREE** onsite parking
- Instalment payments
- Access to excellent careers advice & guidance from our Matrix accredited advisers.

We invite you to have a browse through our Guide and find a course suitable for you. Details of how to enrol can be found on page 19, for further details please contact **01695 52300**, **enquiries@westlancs.ac.uk** or go to **westlancs.ac.uk**

No matter what your age or past experience, we have something for you and very much look forward to you joining us this September.



**Subject to eligibility*

A smiling man with dark hair and a mustache, wearing a light green polo shirt, stands in a library. He is holding a stack of books and a tablet in his left arm. The background is filled with bookshelves. A green banner with white text is overlaid on his chest.

In Person Courses

Access to Higher Education

With expert tuition, no upfront fees and a fantastic support package, Access courses are specially designed for Adults (aged 19+) looking for a change of career or those wishing to return to education and progress onto University.

If you're aged 19-23 and do not already hold a full Level 3 qualification our Access to Higher Education courses are FREE. If you already have a full Level 3 qualification or you are aged over 23 you are entitled to apply for an Advanced Learner Loan to pay for your course, which means fees are only repaid once you are earning over £25,000 a year. Loans will not be means tested or subject to credit checks and any individual who meets the criteria

above will be able to apply for a loan irrespective of their current employment status.

The great news is, if you study our Access to Higher Education course, and you subsequently go on to complete a higher education course you won't have to pay back your Advanced Learner Loan.

Those paying for the course with a Learner Loan are entitled to apply for financial support to help with your study costs.

Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Access To Higher Education Diploma Health and Social Care (Open Awards) Full Level 3	Mon & Tue	10am-4pm & 9am-4pm	34 wks	£3,384* or £5,040***	07/09/26	Yes	In Person

*Student Loan Fee ***Full Fee



Student Spotlight

Alana

"I chose this course because I've always dreamed of becoming a Children's Nurse, and it offered a fantastic opportunity to gain valuable UCAS points while progressing towards my career goals. The part I've enjoyed most has been stepping back into the academic world and developing my knowledge alongside like-minded people. It has been a really positive experience, and I've met some great people on the course. The tutors have been amazing, supporting me every step of the way and helping me build my confidence and skills. My next step is to study BSc (Hons) Nursing (Child) at Liverpool John Moores University, bringing me one step closer to achieving my ambition of becoming a Children's Nurse."

Entry requirements:

Applicants are required to have GCSEs A*-C (4-9) in English and Maths. If you do not currently meet the entry requirements, please contact one of our advisers to discuss your options on **01695 52300**.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300** enquiries@westlancs.ac.uk www.westlancs.ac.uk

£0.5 Million Investment Enhances Campus for our Students

Students joining us this September will benefit from a series of exciting improvements across campus, following a major investment of more than £500,000 in facilities, technology and learning environments.

As part of our ongoing commitment to providing an outstanding student experience, significant upgrades have been made throughout the college to ensure learners have access to modern, industry-standard resources that support both their studies and future careers.

One of the largest areas of investment has been a complete refresh of the college's IT infrastructure. The improvements will deliver faster, more reliable network performance across campus, while enhancing security and supporting the latest software requirements.

Students studying sport-related courses can also look forward to a brand-new fitness suite, currently being developed adjacent to the Sports Hall. The state-of-the-art facility, due to open early in the Autumn term, will provide an inspiring space for training, learning and performance development.

Responding to growing demand for construction skills in the region, the college has also developed The Advanced Construction & Engineering Centre and FLT building to create new facilities for Bricklaying qualifications and training. The investment supports a sector that continues to experience strong growth both locally and nationally.

Further enhancing student wellbeing, "The Terrace" has been created thanks to more than £10,000 of community grant funding secured by Tawd Valley Developments Ltd through the Northern Procurement Alliance. The vibrant outdoor wellbeing space has transformed a previously underutilised area into an inclusive hub for relaxation, social interaction and hands-on learning.

Investment has also been made in curriculum areas experiencing increased demand, including an extension to the catering training kitchens to accommodate growing student numbers. Meanwhile, the Learner Zone has undergone a complete refresh, featuring new furnishings and creating a welcoming, comfortable environment for independent study and collaboration.

Commenting on the investment, Principal Christian Thersby said: *"We have invested in areas that will have the greatest impact on our student experience while also supporting the skills needs of our local area. These refurbishments, alongside ongoing maintenance and improvements, ensure our college continues to offer some of the very best learning environments and current technologies available. I am incredibly proud of our college, its dedicated staff and our highly successful students, and I look forward to welcoming new and returning students who will benefit from our ongoing investment this September."*



Construction & Engineering

Your construction industry needs you! If you're looking to change career, are already working in the industry and need to develop your skills to the next level, or even just want to learn skills for use in the home, we offer a range of full and part-time courses to suit all levels of ability. You will study in our £2.5m Advanced Construction & Engineering Centre, and have just opened a brand new hi tech Engineering suite within The School of Science. As a student studying construction & engineering, you will

benefit from these fantastic facilities that are fitted with all the latest industry standard equipment and the very best products and resources. Our teachers are all industry experts and have worked on site in their chosen trade so you can be sure you will receive the very best training.

To find out more contact course enquiries

01695 52300 enquiries@westlancs.ac.uk

Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Full Level 2 Carpentry and Joinery Diploma Level 2 (City & Guilds)	Tue & Wed	6pm-9pm	34 wks	£1,356**	08/09/26	No	In Person
Full Level 2 Electrical Installations Level 2 Diploma (City & Guilds)	Tue & Wed	6pm-9pm	34 wks	£1,362**	08/09/26	No	In Person
Full Level 2 Plumbing Diploma Level 2 (City & Guilds)	Tue & Wed	6pm-9pm	34 wks	£1,359**	08/09/26	No	In Person
Property Maintenance an introduction	Tue	6pm-9pm	10 wks	£45**	07/09/26 04/01/27 19/04/27	No	In Person

***Courses may be Fully Funded if you are on a low income, on benefit or unemployed. For further details on Course costs and funding please see page 20*



Student Spotlight

Zaheer

"I chose to study Plumbing Level 2 to gain the skills and knowledge needed to set up my own business in the future. I have found the course easy to follow, with a strong focus on practical, hands-on learning that has helped me build both confidence and com-petence in plumbing tasks. The experience has reinforced my ambition to work independently and develop a successful career within the trade."

Entry requirements:

Candidates will need relevant work and life experience for our Level 2 courses.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300 enquiries@westlancs.ac.uk**
www.westlancs.ac.uk

English for Speakers of other Languages (ESOL)

If English is not your first language, our English for Speakers of Other Languages (ESOL) courses are perfect for you to take your first steps. In addition to the level 1 courses below, we also offer a range of entry level ESOL courses, your level will be determined on application and following initial assessment.

Entry requirements:

There are no formal entry requirements for our ESOL courses, however all students will complete an assessment prior to enrolment.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300**
enquiries@westlancls.ac.uk
www.westlancls.ac.uk



Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Pre entry ESOL	Mon	10am-12noon	34 wks	£420**	07/09/26	No	In Person
ESOL Entry 1 Reading DAY	Wed & Thur	9am-12 noon	14 wks	£180**	09/09/26	No	In Person
ESOL Entry 1 Speaking and Listening DAY	Wed & Thur	9am-12 noon	11 wks	£360**	06/01/27	No	In Person
ESOL Entry 1 Writing DAY	Wed & Thur	9am-12 noon	9 wks	£270**	14/04/27	No	In Person
ESOL Entry 2 Reading DAY	Tue & Thur	1pm-4pm	14 wks	£180**	08/09/26	No	In Person
ESOL Entry 2 Speaking and Listening DAY	Tue & Thur	1pm-4pm	11 wks	£360**	05/01/27	No	In Person
ESOL Entry 2 Writing DAY	Tue & Thur	1pm-4pm	9 wks	£270**	13/04/27	No	In Person
ESOL Entry 3 Reading DAY	Tue & Thur	9am-12 noon	14 wks	£180**	08/09/26	No	In Person
ESOL Entry 3 Speaking and Listening DAY	Tue & Thur	9am-12 noon	11wks	£360**	05/01/27	No	In Person
ESOL Entry 3 Writing DAY	Tue & Thur	9am-12 noon	9 wks	£270**	13/04/27	No	In Person
ESOL Entry 2 Reading EVENING	Wed	6pm-9pm	14wks	£180**	09/09/26	No	In Person
ESOL Entry 2 Speaking and Listening EVENING	Wed	6pm-9pm	11wks	£360**	06/01/27	No	In Person
ESOL Entry 2 Writing EVENING	Wed	6pm-9pm	9 wks	£270**	14/04/27	No	In Person
ESOL Entry 3 Reading EVENING	Wed	6pm-9pm	14wks	£180**	09/09/26	No	In Person
ESOL Entry 3 Speaking and Listening EVENING	Wed	6pm-9pm	11wks	£360**	06/01/27	No	In Person
ESOL Entry 3 Writing EVENING	Wed	6pm-9pm	9wks	£270**	14/04/27	No	In Person

**Courses may be Fully Funded if you are on a low income, on benefit or unemployed. For further details on Course costs and funding please see page 20

English & Maths

English and maths skills are essential for everyday life and there are many benefits to improving your knowledge. Our English and maths courses allow you to build confidence, progress your literacy and numeracy and can also help to improve employability and enhance future educational or

career prospects. As a student with us you will learn in a supportive environment, in small classes which are workshop based, which will allow you to work either on individual targets or as part of a group.

Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
English Functional Skills DAY	Fri	9am-11am	34 wks	FREE	11/09/26	No	In Person
English Functional Skills EVENING	Wed	6pm-8pm	34 wks	FREE	09/09/26	No	In Person
Maths Functional Skills DAY	Fri	11am-1pm	34 wks	FREE	11/09/26	No	In Person
Maths Functional Skills EVENING	Tue	6pm-8pm	34 wks	FREE	08/09/26	No	In Person



Entry requirements:

There are no formal entry requirements for our functional skill maths and English courses, however all students will complete an assessment prior to enrolment.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300**
enquiries@westlancs.ac.uk
www.westlancs.ac.uk

GCSE

GCSEs in Maths and English are highly sought after by businesses and can be beneficial when looking to gain employment or entry onto many University courses.

Our courses are offered part-time during the evening and delivered by specialist staff who have a wealth of experience in getting student's exam ready.



Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
English GCSE DAY	Fri	9am-11am	32 wks	FREE	11/09/26	No	In Person
English GCSE EVENING	Wed	6pm-8pm	32 wks	FREE	09/09/26	No	In Person
Maths GCSE DAY	Fri	11am-1pm	33 wks	FREE	11/09/26	No	In Person
Maths GCSE EVENING	Tue	6pm-8pm	33 wks	FREE	08/09/26	No	In Person

Entry requirements:

For Maths or English GCSE you should normally already have achieved grade D/3. However adult students may be admitted without previous qualifications subject to assessment results.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300**
enquiries@westlancs.ac.uk
www.westlancs.ac.uk

The Hair & Beauty Lounge



The Hair & Beauty Lounge is our state-of-the-art training facility for those wishing to train in Beauty Therapy, Hairdressing or Nails. Our fabulous facility hosts a luxurious commercial Hair salon, Therapy rooms, Nail Bar and Spa with steam room, sauna and sports massage. Those joining The Hair & Beauty Lounge will be taught by a highly qualified

teaching team, have access to the latest product technology and use high quality salon products. Students will work alongside industry professionals in the Academy's salons and therapy rooms ensuring they are industry ready once qualifications are achieved.

Student Spotlight



Sarah

"I chose this course because I was looking for a new career path and wanted to develop the skills needed to offer nail treatments as part of my counselling services. I felt that incorporating nails into my sessions would help create a more relaxed and welcoming environment for my clients. What I've enjoyed most about the course has been the opportunity to learn new skills in such a supportive setting. Sam, my tutor, has been brilliant throughout, keeping lessons engaging and making learning enjoyable. My peers have also been incredibly welcoming, which has helped build my confidence and made the experience even more rewarding."

Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Full Level 2 Hairdressing Level 2 Diploma (VTCT Skills)	Mon-Fri	Full time	36 wks	£1,344**	01/09/26	No	In person
Nail Technology Level 3 Technical Diploma (VTCT Skills)	Mon	10.00am-3.15pm	30 wks	£3,345*	07/09/26	Yes	In person

*Student Loan Fee **Courses may be Fully Funded if you are on a low income, on benefit or unemployed. For further details on course costs and funding please see page 20.



Entry requirements:

Students must be able to work effectively with others and be willing to carry out and receive all treatments. You will also be required to carry out treatments on male clients. All students must display a positive attitude, be prepared to work as part of a team and have excellent attendance.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300**
enquiries@westlancs.ac.uk
www.westlancs.ac.uk

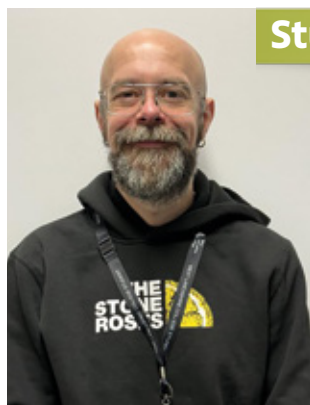
Teaching Assistants

Teaching Assistants provide valuable assistance to the teacher, supporting and encouraging children in need of extra help to reach their full potential and overcome difficulties. The role of a Teaching Assistant can be most rewarding, and many find this a great career to fit around their own children. Becoming a Teaching Assistant can be the first step in a career to train as a Teacher.

There are currently just under 7,000 Teaching Assistants employed in our region and this is set to increase over the next 8 years making this a great career choice.

Course Title	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Supporting Teaching & Learning Level 2 Certificate (NCFE)	Thur	9.30am-12.30pm	34wks	£675**	10/09/26	No	In Person

***Courses may be Fully Funded if you are on a low income, on benefit or unemployed. For further details on Course costs and funding please see page 20*



Student Spotlight

Matthew

"Teaching is a career I have wanted to pursue for as long as I can remember. However, I often doubted my abilities, and it was my wife who encouraged me to follow my dream. Studying the Supporting Teaching and Learning Level 2 course has given me the perfect opportunity to do just that. I have thoroughly enjoyed both the theoretical aspects of the course and my placement at Newburgh C.E. Primary School, where I have gained valuable experience working with children and supporting their learning. My next step is to secure employment as a Teaching Assistant and continue developing my skills within an educational setting."

Entry requirements:

You will require Level 2 English and preferably Maths, GCSE A*-C (4-9). All candidates will be required to attend an interview with the tutor prior to/during enrolment. A satisfactory Disclosure and Barring Service (DBS) check will also be required for you to work in a school setting.

How do I enrol?

For further details on how to enrol please go to page 19 or contact course enquiries **01695 52300**
enquiries@westlancs.ac.uk
www.westlancs.ac.uk



West
Lancashire
College



SCAN HERE



Ready to
take the
next
step!

OPEN EVENTS

BOOK YOUR PLACE

Monday

12

OCT 26

4.30pm-7pm

Thursday

19

NOV 26

4.30pm-7pm

Monday

01

FEB 27

4.30pm-7pm

Thursday

29

APR 27

4.30pm-7pm

A woman with dark hair, wearing large over-ear headphones and a brown knit sweater, is looking down at a laptop screen. The background is a bright, out-of-focus window. A green banner with white text is overlaid on the image.

Online Learning Courses

Online Learning Courses

Online learning is a great way for people to upgrade their skills at any time, we are therefore delighted to offer a range of online training courses, designed to help you develop new skills or build on existing ones. Available on a rolling basis, our qualifications are delivered by distance learning and offer nationally recognised Level 2 and 3 qualifications

for students aged 19 or over. The courses are great for evidencing your competency to employers, will further your personal and professional development and will give you the relevant skills, knowledge and understanding leading to career progression, a career change and improved employment prospects.

Business & Digital Courses	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Coding Practices Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Creating a Business Start-Up Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Cyber Security Practices Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Digital Promotion for Business Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Equality and Diversity Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Lean Organisation Management Techniques Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Business Administration Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Cyber Security Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Team Leading Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Working with Individuals with Learning Difficulties Level 2	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Business Improvement Techniques Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Coding Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Mental Health First Aid Mental Health Advocacy in the Workplace Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online

Counselling & Advice Courses	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Counselling Skills Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Counselling Skills Level 3 Diploma	Flexible	Flexible	26 wks	Fully Funded**	Flexible	No	Online
Information, Advice or Guidance Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of End of Life Care Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of End of Life Care Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Understanding Domestic Abuse Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online

Caring for Children & Young People	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Introducing Caring for Children and Young People Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Education & Training Level 2 Award	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Working with Individuals with Disabilities Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Safeguarding and Prevent Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Autism Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Autism Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Understanding Behaviour that Challenges Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Children and Young Peoples Mental Health Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Specific Learning Difficulties Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online

Health, Care & Nutrition	Day	Time	Duration	Fee	Start Date	Loans Available	Delivery
Awareness of Mental Health Problems Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Safe Handling of Medication Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Dementia Care Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Principles of Dementia Care Need Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Understanding Cancer Support Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding the Care and Management of Diabetes Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding the Care and Management of Diabetes Level 3 Certificate	Flexible	Flexible	16 wks	Learner Loan	Flexible	Yes	Online
Understanding Domestic Abuse Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Mental Health First Aid Mental Health Advocacy in the Workplace Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online
Understanding Mental Health Level 3 Certificate	Flexible	Flexible	16 wks	Fully Funded**	Flexible	No	Online
Understanding Nutrition and Health Level 2 Certificate	Flexible	Flexible	12 wks	Fully Funded**	Flexible	No	Online

***Courses may be fully funded if you are unemployed, receiving benefits, or on a low income. Learners should have a good standard of English to successfully complete their chosen course. For further information about course fees and funding, please see page 20 or contact the NCG Online Learning on 01695 52443 or distancelearningiag@westlancs.ac.uk.*

How do I enrol?

For further details on how to enrol please go to page 19 or contact Online Learning on **01695 52443/**
distancelearningiag@westlancs.ac.uk
www.westlancs.ac.uk

How to enrol



In Person Courses

Simply choose from our wide range of courses listed throughout our Course Guide and give us a call to book an enrolment slot on 01695 52383 or email admissions@westlancs.ac.uk.

Enrolment slots are available from **Monday 17 August to Friday 28 August 2026, 10.30am–4pm** with late night appointments available on **Tuesday 18 & 25 August and Wednesday 19 August 2026, 5pm–7pm**. Please note it is important that you arrange an appointment before attending college.

Online Learning Courses

Choose from our wide range of online learning courses listed throughout this Guide, if you need to find out more course detail please go to www.westlancs.ac.uk/study-areas/online-courses or contact Course Enquiries on **01695 52443 / distancelearningiag@westlancs.ac.uk**

Once you have decided what to study, you can enrol online as follows:

- To enrol for one of our online courses please take the following steps:
- Go to www.westlancs.ac.uk
- Apply for your chosen course
- Once we receive your application, you will be sent a link to complete the enrolment process to your course

What Will I Pay?



Many of our courses are funded* or have no upfront costs. The cost of your course depends on your individual circumstance and there are lots of funding opportunities available to help pay for your course. If you do have to pay for your course you could spread the payments with our instalment plan, or if you are over 19 studying a Level 3 qualification you may be able to apply for an Advanced Learning Loan meaning you buy now pay later. If you live outside of Lancashire, due to recent changes in Government funding you will be eligible to pay the full course fee and all associated support costs (funding may be available to those living in Liverpool City Region). This will be discussed with you at your enrolment appointment; payment instalments are available.

**In the response to the DfE consultation Skills for jobs: implementing a new further education funding and accountability system, the College receives Lancashire Combined County Authority (LCCA) adult skills fund (ASF) for us to support adult learners to gain skills which will lead them to meaningful, sustained, and relevant employment, or enable them to progress to further learning which will deliver that outcome. Within ASF, further provision for tailored learning is available that supports wider outcomes such as to improve health and wellbeing, equip parents/carers to support their child's learning, and develop stronger communities.*

Additionally, the College receives funding to provide education and training for adults aged 19 and above in the Liverpool City Region. The funding enables us to engage adults and provide the learning they need to progress into or within work, or to equip them for further learning or training. This has enabled flexible, tailored programmes of learning to be delivered, helping learners engage in learning, build confidence, and enhance their wellbeing.

TUITION MAY BE FUNDED FOR LEARNERS WHO	EVIDENCE REQUIRED
16-18 year olds (Funded to those living in all areas)	Identification and GCSE results
Undertaking a First Full Level 2 qualification aged 19-23*	Self-certification to be signed at enrolment
Undertaking a First Full Level 3 qualification aged 19-23*	Self-certification to be signed at enrolment
Aged 19-23 studying a full Level 3 qualification listed as part of the National Skills Fund Initiative*	Self-certification to be signed at enrolment
Aged 24 or over studying a first full Level 3 qualification listed as part of the National Skills Fund Initiative*	Self-certification to be signed at enrolment
Studying English or maths Basic Skills up to and including Level 2	None
Aged 19 or over in receipt of Job Seeker's Allowance including those receiving National Insurance Credits only and Employment Support Allowance (work related activity groups)	Current Letter authorised by the Job Centre (JSA Book not accepted). Bank statement
Aged 19 or over in receipt of UCRED, unemployed and mandated by Job Centre and earning less than £26,800 annual gross salary per year (All Work-Related Requirements Group, Work Preparation Group and Work-Focused Interview Group)	Current Letter authorised by the job centre or full UCRED statement from an online account
In receipt of other State Benefits who are unemployed and wishing to return to work	Income Support – current letter/bank statement Housing/Council Tax Benefit – letter from council or bank statement. Working Tax Credit/Pension Credits – current award notice.
Want to be employed (or progress into more sustainable employment) and earning less than £26,800 (or £29,431 for Level 3 courses), (LCRA £37,144) annual gross salary	Proof of income eg: individual payslips (3 months), P60 Contract of employment

What Do I Bring to Enrolment?

PAYMENT

We accept payment by credit or debit card. Course fees are payable at enrolment. If the annual course fee payable by you is over £200, you may be able to pay by instalments see table below (subject to agreement at enrolment). If you wish to request instalment payments, you will be required to sign a Fee Payment Agreement at enrolment if these are agreed and will also need your bank details

(account number, sort code and bank address).

If your course fee is being paid by a third party (e.g employer) you will be given the appropriate documentation at enrolment. Call 01695 52300 and ask for Learner Services to find out if you are eligible for assistance.

ENROLMENT ONTO A COURSE CANNOT BE CONFIRMED UNTIL PAYMENT IS RECEIVED.

Tuition Fee Amount	Number of Instalments	Payments Required
£1-£199	0	No instalment option available. Full payment required at enrolment.
£200 and over	4	First payment due at enrolment followed by 3 consecutive monthly payments.

FEE REFUNDS

Where the college has to cancel a course, the college will credit the fee and refund any fee payment to the learner. If the student agrees to an appropriate alternative course, then the original fee payment would be credited against the new alternative course. Students may apply to the college for a refund or partial refund of tuition fees if there are extenuating circumstances.

ADDITIONAL COURSE RELATED COSTS

Some courses require you to purchase the appropriate kit, uniform or materials. You will be advised on how to order and costs prior to the start of the course.

IDENTIFICATION

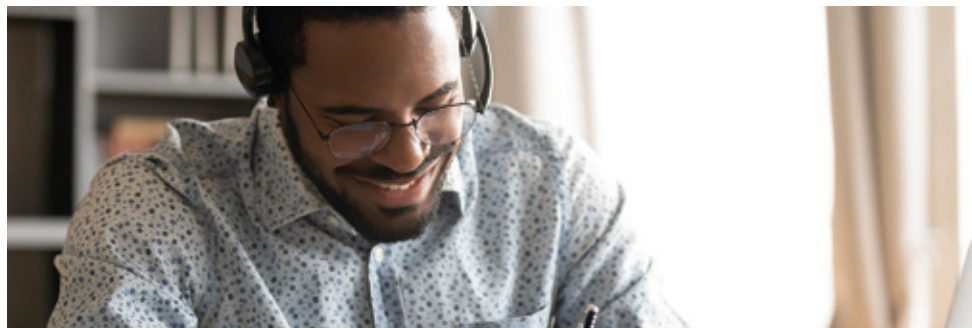
The Learning Records Service requires learners to verify their identity at enrolment, therefore when enrolling for your course you will need to bring original copies of one of the following documents with you.

If you enrol over the phone, you will be required to bring this identification with you to collect your ID card before you start your course.

- Passport
- Photo Driving Licence
- Armed Forces Service ID
- National Insurance Card
- Certificate of Entitlement to Funding
- Bank Credit/Debit Card
- Your West Lancashire College Student ID Card

PROOF OF ADDRESS

To enrol you will be required to bring in proof of address, this can be a utility bill or bank statement. This is in addition to and support of identification evidence.



SETTLED STATUS

Funding for Further Education courses has changed post-Brexit.

The EU Settlement Scheme is designed to offer EU, EEA and Swiss nationals and their eligible family members living in the UK, the opportunity to protect their residence and travel rights in the UK. The application is free and the process is relatively straight forward.

If you are an EU/EEA/Swiss national living in the UK and wish to study at West Lancashire College, you will be required to prove your settled or pre-settled status.

Further details are available from Learner Services, please contact 01695 52393.

PREVIOUS QUALIFICATIONS

If you are aged 16-18 you will need to bring proof of your GCSEs and any other qualifications. If you are aged 19+ you will need proof/knowledge of any prior qualifications and for some full-time courses such as Access to Higher Education, you will be asked to provide evidence of certification.

NATIONAL SKILLS FUND

The National Skills Fund which is aimed to help adults gain the skills that are sought by employers. This means the government will fund a range of Level 3 qualifications for those aged 19 or over. To find out if your chosen course is eligible for funding as part of this initiative, please contact Course Enquiries on **01695 52300**
enquiries@westlancs.ac.uk

I AM NOT A BRITISH OR IRISH CITIZEN, WHAT DO I NEED TO BRING?

If you are not a British or Irish national, you must bring proof of your immigration status with you. We will need to see this before you can complete your enrolment.

Please bring with you your eVisa Share Code. You can watch a video on how to view and prove your UKVI digital immigration status on our college website **www.westlancs.ac.uk**

If you do not have a share code, please bring your original immigration documents instead. They must still be valid (in date).

You can bring one of these:

- a valid visa vignette in your passport
- a Biometric Residence Permit
- a passport stamp
- a Bail 201 letter with an Application Registration Card

Please note: If your visa is linked to a family member, such as a dependant, family or child visa, you must also bring that family member's immigration documents.

Full time courses

We offer a range of T Levels, BTECs and Technical courses for school leavers and adults wishing to study full time.

We offer our younger students:

- Outstanding facilities
- Excellent teaching & learning
- Great results
- FREE* transport
- Financial* support packages
- Fabulous national and international trips and

visits including Austria, Cyprus and Spain

- Extensive wrap around support
- Great connections with employers and universities

With this great offer educational offer, our West Lancashire College Alumni students are prepared to progress onto some fabulous careers – next year this could be you!

**Subject to eligibility*

Art & Design Level 2

Art & Design Extended Diploma Level 3

Aspire Programme*

Beauty Introduction Level 1

Beauty Therapy Level 2

Beauty & Spa Therapy Level 3

Business T Level*

Business Level 2

Bricklaying Level 1

Bricklaying Level 2

Care & Early Years Level 1

Caring for Children Level 2 Introduction

Carpentry & Joinery Level 1

Carpentry & Joinery Level 2

Computing Level 3

Design and Development for Engineering and Manufacturing T Level*

Digital Production & Design T Level*

Early Years Educator T Level*

Early Years Technical Occupational Entry for EYP Level 2

Electrical Installations Level 2

Electrical Installations Level 3

Engineering & Technologies Level 1

Engineering Level 2

Food Preparation & Cookery Level 2

Hair Introduction Level 1

Hairdressing Level 2

Hairdressing Level 3

Health and Social Care Level 2

Health and Social Care Level 3

Health – Supporting the Therapy Teams T Level*

Introduction to Construction

Inclusive Learning Programmes

Information, Computing & Technology Level 2

Introduction to the Hospitality Industry Level 1

Introduction to the Hospitality Industry Entry Level 3

Motor Vehicle Maintenance Level 1

Motor Vehicle Maintenance Level 2

Motor Vehicle Maintenance Level 3

Plumbing Studies Level 2

Sports Level 1

Sports & Physical Activity Level 2

Sports & Physical Activity Level 3

Springboard*

Uniformed Public Services Level 1

Uniformed Public Services Level 2

Uniformed Public Services Level 3

**These courses are for 16-18 year olds only*

Find out more **01695 52300 / enquiries@westlanacs.ac.uk**

Apply today **www.westlanacs.ac.uk**

Working in partnership with employers and universities to connect you to your future.

West Lancashire College & NCG

West Lancashire College is proud to be part of NCG, one of the country's leading college groups. We are one of seven colleges across the country that make up NCG, meaning we're a key part of providing education and training to learners, apprentices and employers across the UK. NCG's mission is to enable social mobility and economic prosperity through exceptional education. This mission sits at the heart of West Lancashire College and every college in our group plays an important role in achieving it. Through ambitious teaching, innovative courses and outstanding learning environments, NCG and all of its colleges aim to inspire excellence, spark curiosity and make a real impact on our learners and communities. Being part of NCG enables all seven colleges to work collaboratively to achieve these goals. Separately, we each work in close partnership with employers and local industry to offer education and skills training that leads to real employment opportunities for our learners and makes strong local economic impact. Together, we share expertise, support each other to grow, help each other to innovate and accomplish real change for young people, communities and economies across the country.

www.ncgrp.co.uk

DISCLAIMER

Information and courses published in this guide is intended for guidance purposes only and does not constitute a contract.

West Lancashire College makes every effort to ensure that the information on courses given in this guide is up-to-date and accurate. However, the information may be subject to change and we do not guarantee its accuracy. NCG and West Lancashire College do not accept any liability for omissions, errors or changes.

We reserve the right to review or amend entry requirements for any of our courses.

On occasion, it is necessary to move or withdraw courses owing to a variety of reasons. The College cannot, therefore, guarantee the provision of all courses advertised in this guide. Where a course is removed or amended, the college will make every effort to transfer students to a suitable and available alternative course.

Where applicable, we follow the guidelines set by funding authorities. Fees are subject to status and may change at short notice due to circumstances beyond our control. The fees payable are those in force at the time of enrolment, which supersedes any that may previously have been advertised.

West Lancashire College

Skelmersdale, Lancashire WN8 6LH

www.westlanacs.ac.uk
enquiries@westlanacs.ac.uk
01695 52300

