



SCHOOL FOR PERSONAL AND COMMUNITY DEVELOPMENT

CITY AND GUILDS 3792 IN ADULT LITERACY

Is this the right course for me?

Literacy is an important life skill for everyone, in all areas of everyday life and work. These classes will help you improve your skills in reading, writing, speaking and listening and give you the opportunity to gain a national Literacy qualification.

What will I need to join the course?

There is no entry requirement, just a willingness to learn, commitment and enthusiasm.

What will I be doing?

You will be working on the areas you want to improve and the skills to help you gain a national qualification in Literacy. You will be part of a class of no more than 12 learners, working on your individual needs with the support of an experienced tutor.

How long will the course last and what patterns of attendance are available?

The length of the course will vary with each student but can range from 10 hours to one year.

How will my progress on the course be assessed?

On the course you will receive ongoing feedback on your progress from your tutor. Depending on your level, you can be assessed through assignments, portfolio, or by taking an exam when you feel ready to do so. You will have the option of a paper-based or on-line exam, whichever suits you.

What will I achieve?

You can achieve a nationally recognised Literacy qualification up to GCSE equivalent.

What does it cost?

FREE! Nothing except a little commitment.

And the future?

Improving your literacy skills can make you more confident and a qualification in Literacy will open the way to more job opportunities and further study.

What should I do now?

If you have any queries ring Student Services (01502 525040) or phone Martin O'Flynn (01502 525114) for a chat about the courses on offer.

Please note that all the details on this fact sheet were correct at the time of printing and may be subject to change.

*It is the policy of this College that **everyone** is entitled to equality of opportunity in education and training.*

If you would like this factsheet in larger print or alternative format, e.g. Braille or audio tape, please contact Study Skills Support on 01502 525191

SCHOOL FOR PERSONAL AND COMMUNITY DEVELOPMENT

CITY AND GUILDS 3792 IN NUMERACY

Is this the right course for me?

Numeracy is an important life skill for everyone, in all areas of everyday life and work. These classes will help you improve your maths skills and give you the opportunity to gain a national Numeracy qualification.

What will I need to join the course?

There is no entry requirement, just a willingness to learn, commitment and enthusiasm.

What will I be doing?

You will be working on the areas you want to improve and the skills to help you gain a national qualification in Numeracy. You will be part of a class of no more than 12 learners, working on your individual needs with the support of an experienced tutor. You will be working on areas such as percentages, measuring and metric units, and charts and graphs.

How long will the course last and what patterns of attendance are available?

The length of the course will vary with each student but can range from 10 hours to one year.

How will my progress on the course be assessed?

On the course you will receive ongoing feedback on your progress from your tutor. Depending on your level, you can be assessed through assignments, portfolio, or by taking an exam when you feel ready to do so. You will have the option of a paper-based or on-line exam, whichever suits you.

What will I achieve?

You can achieve a nationally recognised Numeracy qualification up to GCSE equivalent.

What does it cost?

FREE! Nothing except a little commitment.

And the future?

Improving your maths skills can make you more confident and a qualification in Numeracy will open the way to more job opportunities and further study.

What should I do now?

If you have any queries ring Advice centre (01502 525040, or phone Tricia Cooke (01502 525116) for a chat about the courses on offer.

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