

Your next episode?

Courses for Adult Learners 2019-2020



BMet
Inspiring futures, realising dreams.

We are enrolling for adult full and part-time courses between 19 August - 19 September 2019, at our trio of Birmingham colleges.

Start the next episode in your life with us

We have a range of courses across diverse subject areas. Whatever your career ambition, we can help you to succeed.

Our trio of BMet colleges



Popular at BMet



We run a range of short courses for people who are looking to get back into work – with availability all year round.

We offer a range of university-level and Access to Higher Education courses, right on your door step. We also offer higher level apprenticeships. Visit bmet.ac.uk to find out more.

We run free online Distance Learning Courses, that let you study for and gain recognised qualifications from home.

Lots of people struggle with maths and English skills, so if you have problems, you are not alone! We offer English and maths functional skills across all of our colleges.

Our colleges at a glance

Take a quick look at the adult full and part-time options at our trio of colleges - we offer something for everyone.



North Birmingham.
A technical and vocational college – leading in the fields of construction and engineering.

James Watt College offers courses in



Plus university-level, higher level apprenticeships & school leaver courses



Birmingham City Centre.
A vocational college, with strong links with professional services.

Matthew Boulton College offers courses in



Plus university-level, higher level apprenticeships & school leaver courses



In the heart of the Royal Town of Sutton Coldfield.
Centres of Excellence in Sport and the Arts.

Sutton Coldfield College offers courses in



Plus university-level, higher level apprenticeships & school leaver courses

**Turn to pages 13-20 for the courses running this September at each of the colleges.
We are enrolling between 19 August -19 September.**

Why we are right for you!

B

Bright

Here at BMet, we understand how important it is that our courses match the local skills need – this is so that we can ensure all of our students leave us with the knowledge and skills they will need to succeed in the workplace.

All of the courses we run meet the local market demand, so that we can help our students to thrive as soon as they leave us.

M

Minds

We understand that taking that leap to return to education, takes a bit of a mindset switch. Can I really do this? You might think – Yes you can we say!

Come and join the thousands of people that have chosen to study at one of our colleges across Birmingham. It's never too late to return to education and there's never been a better reason to enrol on one of our courses at BMet.

We're here to help you find, or even reignite your passion through our courses.

e

excel

No matter what your career aspirations may be, many of our adult courses are part-time and flexible to fit in with your life. Our courses cover a variety of subject areas and will provide you with the knowledge, skills, and qualifications to give your career a boost – by increasing earning potential!

We have the facilities and the teaching staff to help ensure you realise your dreams.

Both full and part-time students have access to our world-class facilities. This includes our fully equipped learning resource centres as well as state-of-the-art studios and workshops.

t

together

We are in it with you from the start!

From career guidance to support to helping ensure you have the finances behind you – to help you pursue your dreams. See page 7 and page 21 for all of the support you will receive.

You will also have access to our highly knowledgeable and supportive staff, whose only goal is to see you succeed.

Our colleges can be found across Birmingham – giving you the opportunity to study at a local college, while also planning out a schedule that works around your commitments.

On a level

If you are returning to education, you may not know your Level 1 from your Level 4... but our quick guide will soon get you up to speed.

Level guide at BMet



No formal requirements.

4 GCSEs at Grade 3 (D) and above or a level 1 vocational programme at a pass grade or above.

National Extended Certificate (formerly Sub Diploma), 4 or 5 GCSE* passes at Grade 4 (C) or above or Level 2 vocational programme at a pass grade or above including GCSE English and/or maths at Grade 4 (C). National Foundation Diploma/ National Extended Diploma (formerly 90 Credit/ Extended Diploma) 4 or 5 GCSE* passes at Grade 4 (C) or Level 2 vocational programme at a merit grade or above including GCSE English and maths at Grade 4 (C). Diploma in Foundation Studies 2 AS or 1 A Level or a National Diploma/Extended Diploma in a related subject or equivalent qualifications.

Aiming higher

Level 4/5/6 are university-level courses and we offer these higher levels right here at BMet! A range of university-level programmes are available to study on either a full or part-time basis at BMet.

Entry requirements: A Levels, Level 3 Diploma or NVQ Level 3 (in a related subject).

Upskill your Life

If you are thinking about retraining, up skilling or changing career, BMet is right for you.

We offer a huge variety of vocational courses including part-time, HNDs and short courses, which are tailored towards the adult learner.

Whether you're ready to embark on a new career, get that all important promotion in your current role, or are even considering starting your own business, we offer an extensive list of full and part-time courses – which will help you get where you want to be.

If you are currently unemployed, we also offer some free courses, supported by local job centres – all leading to accredited qualifications. Our free courses are run from our specialist adult education centre, part of Matthew Boulton College, in Birmingham City Centre. See page 9 for more detail.

All our courses are designed to match local demand – so that you can be confident that the skills you build and the qualification you achieve, are exactly what local employers are after.

Lots of support from the start

We know that returning to education can be daunting. However, we have a fantastic team of staff to help ease you back into college life. As well as finding the right course for you, they can advise you on the different types of funding available, to help cover the cost of any fees.

Our colleges are well-known for their friendly and supportive environments. We have dedicated tutors to help you achieve your learning goals. We also have an experienced team of advisors, who can provide additional support, along with advice and guidance on a whole range of issues – free of charge.

The important thing is that you make the most of your time with us and if we can help with that in any way, we will.



Ways we can help



Learning Support

If you need support with learning, you can access the Metro Centre at each college for individualised support with English, maths, dyslexia and study skills. Where appropriate, assessments can be arranged for examinations.

Careers

Specialist careers staff can help you to make informed career decisions, improve your employability and prepare you for applying to university, for the world of work or for a promotion.

Funding

We can help you work out what your education is going to cost and how you're going to fund it, including giving you advice on any financial help.



Welfare

We offer information and support on a range of topics – with a confidential counselling service available for those who need it.

Transport

Depending on your circumstances, we may be able to help with the costs of getting you to and from college.

Childcare

Depending on your circumstances, we may be able to help with the cost of childcare when you are at college.

Ask our student services team for more information when you enrol.

University calling

If you're considering studying for a university-level qualification, we have higher level courses available in:

Popular at BMet



No barriers to university with our access to higher education courses

Come along to enrolment or visit bmet.ac.uk/university

Are you interested in studying for a university-level course but haven't got the required qualifications? All is not lost, as our Access to Higher Education (HE) courses could be ideal for you.

Access to Higher Education courses develop study skills, build confidence and allow you to experience different subject areas within your chosen field – to prepare you for study at university.

If you haven't yet secured the qualifications required for a degree-level course, are aged 19 and over, have a Level 2 qualification (5 GCSEs grade A-C or a BTEC Level 2 course) and have some previous experience in your chosen pathway, then an Access to HE course is the ideal starting point.

Access to HE courses available in



New in 2019!



Courses for Job Seekers



Free courses for the unemployed

We offer an exciting selection of short courses supported by local job centres, which lead to accredited qualifications. We teach skills that are valuable to local employers and help you back into work.

Our specialist adult education centre, part of Matthew Boulton College, in Birmingham City Centre offers a friendly, calm and welcoming environment to study in, gain confidence and meet new people.

We run our 'Job Club' twice weekly, offering lots of opportunities to support you to find work.

Your course is free if you are aged 19 years and over (before 31 August) and receive Universal Credit (UC), Job Seekers' Allowance (JSA) or Employment & Support Allowance (ESA).

Visit [bmet.ac.uk/jobseekers](https://www.bmet.ac.uk/jobseekers) for more information



Subjects



Art and Design

Employment in the UK's creative industries is the fastest growing in the UK and the second largest industry after finance. 1 in 11 jobs in the UK are within the creative industries, with over 3 million people employed across the sector. This makes studying on an Art & Design programme very desirable.

Students that study on our Art & Design courses, benefit from employability skills, that are highly sort after by all employers.

Our 16 week, part-time evening course delivered at our state-of-the-art FEED and design and photography studios at Matthew Boulton College, will provide a sound introductory understanding of essential graphic design and photography skills.

Available at

Matthew Boulton College

Business and Professional

We have fantastic links with employers. So, you'll have the opportunity to put business principles into practice, whilst benefiting from the expertise of leading business professionals, when you study on one of our courses.

As part of the vast and varied world of accounting, business and finance, there are many job opportunities to pursue in the region. These include accountancy, administration, customer service, HR, marketing, management, team leading and more - and we run courses in all these areas.

Available at

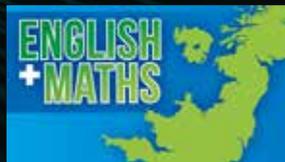
Matthew Boulton College
Sutton Coldfield College

Construction

The West Midlands region is experiencing exceptional economic growth. As result the construction industry is benefiting from multi-billion pounds investments and needs highly-skilled professionals. The West Midlands Combined Authority is ensuring the region has a construction workforce with the right talent, skills and qualifications to thrive in the construction sector – that is where we step in. Whether you're already working in construction, or someone exploring a career in the sector, we can help you take the next step in your career – with a variety of courses available, developing the skills that employers are looking for.

Available at

James Watt College
Erdington Skills Centre



Child Care and Early Years

Our introduction to early years and care certificate, will prepare you to work with children up to the age of seven. You will gain skills and knowledge in all aspects of working with this age group. You will study the following units: Introducing the role of the early year's practitioner, legislation, framework and professional practice, play, development and learning for school and professional development. You will also have a work placement as part of the course.

Available at
James Watt College
Matthew Boulton College
Sutton Coldfield College

Engineering

The engineering industry is growing at pace and offers lots of different career choices.

Specialising in the study of mechanical engineering, electrical/electronic engineering or the building services environment, opens a wealth of employment opportunities including working as an aeronautical engineer, CAD technician, building inspector, design consultant, electrician, software developer safety officer or telecommunication specialist – to name but a few!

Plus, HS2 is coming to Birmingham and it is expected to create hundreds of engineering jobs across the city.

Available at
James Watt College

English and Maths

At BMet, we will help develop your knowledge and understanding of English and maths – to better prepare you to start an exciting new career, get a promotion at work or even start your own business. Courses available include GCSE English Language, GCSE Maths, Function Skills English/ maths and ESOL. Functional Skills and ESOL are available from Entry 1 – Level 2. The course you are offered, will depend on your previous qualifications and the outcome of your initial assessment. Functional Skills and GCSE courses, are free to students who don't already have a GCSE at grades 9-4.

Available at
James Watt College
Erdington Skills Centre
Matthew Boulton College
Sutton Coldfield College

Horticulture, Floristry and Conservation

Horticulture qualifications provide essential skills for working in many different land-based areas. These include landscaping, tree surgery, parks and recreation and garden centres. Horticulture can also help with careers in the Forestry Commission, National Parks Trust and the Environment Agency.

Jobs available include working as a gardener or landscape designer, ornamental plant grower, garden centre worker/ manager, greenkeeper/ groundsman at sports pitches, soil scientist, commercial grower or horticultural consultant.

Available at
Matthew Boulton College - Birmingham Botanical Gardens



Health and Social Care

Studying to join the healthcare professions means understanding the theory behind physiology and anatomy, as well as being aware of government initiatives and healthcare policies relating to patient and client care.

Professions in the field of nursing, midwifery, physiotherapy and dietetics can be pursued following the study of courses in health and social care.

Available at

James Watt College
Matthew Boulton College
Sutton Coldfield College

Science and Medical

There's never been a better time to decide to study science and medical with us. You can choose from Applied, Medical or Forensic Science. Studying in this area opens a huge range of career options, ranging from working in the fields of astronomy, biology, meteorology, ecology and research.

You could also venture into medical-related careers in: forensic medicine, biomedical, clinical biochemistry, radiology, microbiology or paramedic services. The world is your oyster!

Available at

Matthew Boulton College
Sutton Coldfield College

Sports and Exercise Sciences

Career opportunities for those studying sport continue to grow in both the public and private sectors. Major areas of employment include sports development, sports coaching, sports therapy, health and fitness, physiotherapy, sports promotion and sports commerce (clothing and equipment), coaching, instructing and teaching. Our sporting courses will give you a head start when it comes to finding a job in the world of sports.

Available at

James Watt College
Sutton Coldfield College

Teaching

You never forget a great teacher. Be part of someone else's journey – in what could be described as possibly one of the most rewarding professions. You could begin your teaching career pathway with us. We offer a range of teaching support-based programmes.

Available at

Matthew Boulton College
Sutton Coldfield College

More on our colleges

James Watt College (JWC)

Are you interested in studying for a university-level course but haven't got the required qualifications? All is not lost, our Access to Higher Education (HE) courses could be ideal for you.

Access to Higher Education courses develop study skills, build confidence and allow you to experience different subject areas within your chosen field – to prepare you for study at university.

If you haven't yet secured the qualifications required for a degree-level course, are aged 19 and over, have a Level 2 qualification (5 GCSEs grade A – C or a BTEC Level 2 course) and have some previous experience in your chosen pathway, then an Access to HE course is the ideal starting point.

Erdington Skills Centre (ESC)

The Erdington Skills Centre offers a range of Level 1 and 2 construction courses. The Skills Centre has had a major investment and offers purpose built facilities including classrooms and workshops, which have been specifically designed to house training rooms for all of the construction trades. This includes painting and decorating, plastering, carpentry and joinery and electrical workshops, as well as general training rooms. This is a truly impressive site that gives hands-on training – getting students work ready from the off! There are also Foundation Learning and ESOL courses available at the skills centre for people out of education, employment, or training (NEETs) and for unemployed adults, aged 19 or over.

James Watt College courses

COURSE TITLE	START DATE	END DATE	FEES €	DAY AND TIME
CONSTRUCTION				
Electrical Installation Diploma Level 2	09-Sep-19	03-Jul-20	1286.50	Thu 09:00-19:45
Electrical Installations Diploma Level 3 (Buildings & Structures)	09-Sep-19	09-Jul-20	3345.00	Thu 09:00-16:15
Electrical Installation Diploma Level 2	09-Sep-19	03-Jul-20	1286.50	Mon 09:00-19:45
Electrical Installations Diploma Level 3 (Buildings & Structures)	09-Sep-19	09-Jul-20	3345.00	Thu 09:00-16:15
In-Service Inspection & Testing of Electrical Equipment Award Level 3	17-Sep-19	07-Jan-20	TBC	TBC
Plumbing Diploma Level 2	09-Sep-19	26-Jun-20	1286.50	Thu 09:00-16:15; Fri 09:00-16:15
Requirements for Electrical Installations (18th Edition) Award Level 3	09-Sep-19	13-Sep-19	TBC	TBC
EARLY YEARS				
Introduction to Early Years Settings Award Level 1	09-Sep-19	08-Dec-19	150.00	Thu 09:30-12:30
ENGINEERING				
Manual Metal Arc Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Fri 14:00-17:00

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
ENGINEERING contd.				
Manual Metal Arc Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	TBC
Manual Metal Arc Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Thu 18:00-21:00
Manual Metal Arc Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Tue 18:00-21:00
Manual Metal Arc Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Mon 18:00-21:00
Metal Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Mon 18:00-21:00
Metal Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	TBC
Metal Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Fri 14:00-17:00
Metal Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Thu 18:00-21:00
Metal Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Tue 18:00-21:00
Rail Engineering Level 3	30-Sep-19	28-Jan-20	5421.00	Mon 09:00-16:00; Tue 09:00-16:00
Tungsten Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Mon 18:00-21:00
Tungsten Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	TBC
Tungsten Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Thu 18:00-21:00
Tungsten Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Tue 18:00-21:00
Tungsten Inert Gas Welding Award Level 1	16-Sep-19	14-Dec-19	327.00	Fri 14:00-17:00
Welding Award Level 2	16-Sep-19	08-Feb-20	521.00	Tue 18:00-21:00
Welding Award Level 2	16-Sep-19	08-Feb-20	521.00	Thu 18:00-21:00
Welding Award Level 2	16-Sep-19	08-Feb-20	521.00	Fri 14:00-17:00
Welding Award Level 2	16-Sep-19	08-Feb-20	521.00	Mon 18:00-21:00
Access to HE Engineering Technology	09-Sep-19	12-Feb-20	3928.00	Various
HEALTH & SOCIAL CARE				
Counselling Skills NCFE CACHE Certificate Level 2	09-Sep-19	15-Jun-20	362.00	Thu Evening
Health & Social Care Access to Higher Education	09-Sep-19	12-Jun-20	3384.00	Various
ENGLISH & MATHS				
GCSE Maths	09-Sep-19	12-Jun-20	362.00	Various
Functional Skills Maths	09-Sep-19	26-Jun-20	362.00	Various
Functional Skills English	09-Sep-19	26-Jun-20	362.00	Various
ESOL English	09-Sep-19	26-Jun-20	225.00	Various
FESOL English	09-Sep-19	26-Jun-20	362.00	Various
SPORT & FITNESS				
Instructing Exercise & Fitness Diploma Level 2	09-Sep-19	09-Feb-20	362.00	Fri 10:00-16:30

Erdington Skills Centre courses

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
CONSTRUCTION				
Basic Construction Skills	09-Sep-19	15-Nov-19	362.00	Wed 08:30-12:00; Thu 08:30-15:30; Fri 08:30-15:30
Basic Construction Skills	11-Sep-19	15-Nov-19	362.00	Wed 08:30-12:00; Thu 08:30-15:30; Fri 08:30-15:30
Basic Construction Skills	16-Sep-19	15-Nov-19	362.00	Mon 08:30-15:30; Tue 08:30-15:30; Wed 08:30-12:00
Bricklaying Diploma Level 1	09-Sep-19	23-Jun-20	993.50	Mon 08:30-16:00; Tue 08:30-14:15
Carpentry and Joinery Diploma Level 1	09-Sep-19	24-Jun-20	993.50	Mon 08:30-14:15; Tue 08:30-16:00
Carpentry Diploma Level 2	09-Sep-19	26-Jun-20	1286.50	Mon 08:30-16:00; Fri 08:30-14:15
LIFE SKILLS				
Functional Skills Maths	09-Sep-19	26-Jun-20	362.00	Various
Functional Skills English	09-Sep-19	26-Jun-20	362.00	Various
ESOL English	09-Sep-19	26-Jun-20	225.00	Various
FESOL English	09-Sep-19	26-Jun-20	362.00	Various
Carpentry and Joinery Diploma Level 1	09-Sep-19	24-Jun-20	993.50	Mon 08:30-14:15; Tue 08:30-16:00
Carpentry Diploma Level 2	09-Sep-19	26-Jun-20	1286.50	Mon 08:30-16:00; Fri 08:30-14:15

Matthew Boulton College (MBC)

Matthew Boulton College is our vocational college nestled right in the heart of Birmingham city centre. It is the college of choice for students for many reasons including its outstanding features such as specialist workshops, labs, health care clinics, study centres and student areas – all created to provide an inspirational learning environment. With specialisms in Business and Professional, Creative and Digital, Health Care and Science, Matthew Boulton College truly is a career-led college, placing a strong emphasis on each student's career path and providing them with a truly invaluable experience through its links with national and regional employers. Want more? The college has excellent transport links right on its doorstep and amazing shopping is only a stone's throw away!

Jobskills at BMet

The JobSkills Centre is located opposite Matthew Boulton College on Jennens Road. This centre specialises in helping unemployed people make their way back into the workforce. Always a buzz with activity, whether you're looking for a first qualification in retail and customer service or basic IT skills, JobSkills has you covered for entry-level vocational courses.

Birmingham Botanical Gardens

Our study centre can be found in the midst of the stunning surroundings among seven thousand unique plants. Although small, it is perfectly formed to create a real sense of working in the vast beauty of nature. Working alongside experts, you will be out and about in all kinds of weather. We are the only college in the city that can offer qualifications in conservation, countryside, environmental studies, horticulture, and floristry.

Matthew Boulton College courses

COURSE TITLE	START DATE	END DATE	FEES €	DAY AND TIME
BUSINESS & PROFESSIONAL				
AAT Accounting Certificate Level 2	09-Sep-19	26-Jun-20	632.50	Tue 17:30-21:00
AAT Accounting Certificate Level 2	09-Sep-19	26-Jun-20	632.50	Wed 09:15-13:00
AAT Accounting Diploma Level 3	09-Sep-19	26-Jun-20	2573.00	Mon 09:15-17:00
AAT Accounting Diploma Level 3	09-Sep-19	26-Jun-20	2573.00	Thu 17:30-21:00; Tue 18:00-21:00
AAT Accounting Diploma Level 4	09-Sep-19	31-Jul-20	2573.00	Tue 17:30-21:00
CIPD Human Resource Practice Foundation Certificate Level 3	09-Sep-19	26-Jun-20	1265.00	Tue 18:00-21:00
CIPD Human Resource Management Intermediate Certificate Level 5	10-Sep-19	26-Jun-20	724.00	Thu pm
Business Access to Higher Education	09-Sep-19	12-Jun-20	3022.00	Various
Law & Business Pre Access to Higher Education	23-Sep-19	05-Jun-20	632.50	Various
Law & Criminology Access to Higher Education	09-Sep-19	12-Jun-20	3022.00	Various
COMPUTER & ICT				
IT User Certificate Level 1	TBC	TBC	TBC	TBC
IT Skills for Work Certificate Entry Level 3	TBC	TBC	TBC	TBC
Computing Access to Higher Education	09-Sep-19	16-Jun-20	3384.00	Various
CREATIVE				
FEED Graphic Design Certificate Level 2	09-Sep-19	16-Jan-20	350.00	Thu pm
Photography Award Level 2	05-Sep-19	19-Dec-19	350.00	Tue pm
EARLY YEARS & EDUCATION				
CACHE Introduction to Early Years Education & Care Certificate Level 2	09-Sep-19	26-Jun-20	993.50	Thu 09:30-12:30
Introduction to Early Years Settings Award Level 1	23-Sep-19	20-Dec-19	150.00	Mon 09:30-12:30
Specialist Support for Teaching & Learning in Schools Diploma Level 3	09-Sep-19	26-Jun-20	2225.00	Tue 09:30-12:30
Supporting Teaching & Learning in Schools Award/Certificate Level 3	09-Sep-19	24-Jun-20	1417.00	Tue 09:30-12:30
Supporting Teaching & Learning in Schools Certificate Level 2	09-Sep-19	27-Jun-20	TBC	Thu 09:30-12:30
Education Professions Access to Higher Education	09-Sep-19	12-Jun-20	3384.00	Various
HEALTH & SOCIAL CARE				
Health & Social Care Access to Higher Education	09-Sep-19	12-Jun-20	3384.00	Various
MEDICAL & SCIENCE				
Biology GCSE (Fast-Track)	13-Jan-20	08-Jun-20	362.00	Tue 17:30-21:00
Dental Nursing Diploma Level 3	09-Sep-19	31-Jul-20	2225.00	Tue 09:00-16:00
Dental Technology Level 3	09-Sep-19	26-Jun-20	2882.00	Mon 09:00-17:00

Dental Radiography Certificate Level 4	17-Sep-19	04-Feb-20	900.00	Tue pm
Pharmaceutical Sciences Certificate Level 2	02-Sep-19	24-Jan-20	362.00	Mon 09:00-12:15
COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
MEDICAL & SCIENCE Contd.				
Pharmaceutical Sciences Diploma Level 3	09-Sep-19	31-Jul-20	4670.00	Mon 09:00-16:45
Pharmaceutical Sciences Diploma Level 3	09-Sep-19	31-Jul-20	4670.00	Tue 09:00-16:45
Pharmaceutical Sciences Diploma Level 3	09-Sep-19	31-Jul-20	4670.00	Tue 09:00-16:45
Pharmacy Service Skills Certificate Level 2	09-Sep-19	24-Jul-20	800.00	Mon am
Science Access to Higher Education	09-Sep-19	12-Jun-20	3384.00	Various
Social Science Access to Higher Education	09-Sep-19	12-Jun-20	3022.00	Various
ENGLISH & MATHS				
GCSE Maths	09-Sep-19	12-Jun-20	362.00	Various
Functional Skills Maths	09-Sep-19	26-Jun-20	362.00	Various
GCSE English	09-Sep-19	13-Jun-20	362.00	Various
Functional Skills English	09-Sep-19	26-Jun-20	362.00	Various
ESOL English	09-Sep-19	26-Jun-20	225.00	Various
FESOL English	09-Sep-19	26-Jun-20	362.00	Various

Birmingham Botanical Gardens courses

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
HORTICULTURE, CONSERVATION & FLORISTRY				
Floristry Creative Crafts Award Level 1	11-Sep-19	20-Dec-19	225.00	Thu 18:00-21:00
Floristry Creative Crafts Award Level 1	08-Jan-20	14-May-20	225.00	Thu 18:00-21:00
Floristry Creative Crafts Certificate Level 2	11-Sep-19	31-Jan-20	362.00	Thu 18:00-21:00
Floristry Creative Crafts Certificate Level 2	03-Feb-20	03-Jul-20	362.00	Thu 18:00-21:00
Practical Horticulture Skills Certificate Level 2	09-Sep-19	31-Jan-20	362.00	Tue 09:30-16:30
RHS Practical Horticulture Certificate Level 2	09-Sep-19	26-Jun-20	362.00	Thu 12:30-16:30
RHS Principles of Garden Planning Certificate Level 2	09-Sep-19	19-Jun-20	362.00	Thu 09:30-12:30
RHS Principles of Plant Growth Certificate Level 2	09-Sep-19	26-Jun-20	362.00	Mon 09:30-12:30

Sutton Coldfield College (SCC)

Located in the Royal Town of Sutton Coldfield, eight miles north of Birmingham city centre, Sutton Coldfield College, with its tranquil and leafy backdrop, is the perfect environment to complete your studies. The college is proud of its centres of excellence in sports and the performing arts.

Sutton Coldfield College is one of the leading Further Education (FE) Colleges in terms of sporting success, with teams regularly achieving recognition in regional and national competitions. Its links with Aston Villa Ladies Football Club and a plethora of sporting teams from basketball to golf to netball – is becoming synonymous with sport, making it the ideal place to combine sport and studying.

Centre of Sporting Excellence

Sutton Coldfield boasts an impressive sports department and now it can add the Centre of Sporting Excellence to its impressive portfolio.

Based on the outskirts of Kidderminster at Brinton's Field, this is our specialist site for our football academy in partnership with Kidderminster Harriers Football Club. The facilities include access to six football pitches, a 'trophy' pitch and a gym – all spread over 40 acres of land.

Sutton Coldfield courses

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
BUSINESS & PROFESSIONAL				
AAT Certificate in Accounting Level 2	09-Sep-19	26-Jun-20	632.50	Thu 18:00-21:00
AAT Certificate in Accounting Level 2	09-Sep-19	26-Jun-20	632.50	Wed 09:30-12:30
AAT Diploma in Accounting Level 3	09-Sep-19	26-Jun-20	2573.00	Tue 09:30-16:15
AAT Diploma in Accounting Level 3	09-Sep-19	26-Jun-20	2573.00	Tue 18:00-21:00; Thu 18:00-21:00
AAT Diploma in Accounting Level 4	09-Sep-19	31-Jul-20	2573.00	Thu 13:00-16:00
AAT Diploma in Accounting Level 4	09-Sep-19	31-Jul-20	2573.00	Tue 18:00-21:00
CIPD Foundation Certificate in Human Resource Practice Level 3	12-Sep-19	26-Jun-20	1265.00	Tue 18:00-21:00
CIPD Human Resource Management Intermediate Certificate Level 5	09-Sep-19	26-Jun-20	1640.00	Thu pm
Business Access to Higher Education	09-Sep-19	26-Jun-20	3022.00	Various
Law & Criminology Access to Higher Education	09-Sep-19	26-Jun-20	3022.00	Various
COMPUTER & ICT				
IT Users (Start IT - ITQ) Award Entry Level 3	08-Oct-19	28-Jan-20	348.00	TBC

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
EARLY YEARS & EDUCATION				
CACHE Introduction to Early Years Education & Care Certificate Level 2	09-Sep-19	26-Jun-20	632.50	TBC
Specialist Support for Teaching & Learning in Schools Diploma Level 3	11-Sep-19	26-Jun-20	2225.00	TBC
Supporting Teaching & Learning in Schools Award/Certificate Level 3	09-Sep-19	22-Jun-20	1417.00	TBC
ENGLISH & MATHS				
GCSE Maths	09-Sep-19	07-Jun-20	362.00	Various
Functional Skills Maths	09-Sep-19	26-Jun-20	362.00	Various
GCSE English	09-Sep-19	05-Jun-20	362.00	Various
Functional Skills English	09-Sep-19	26-Jun-20	362.00	Various
ESOL English	09-Sep-19	26-Jun-20	225.00	Various
HEALTH & SOCIAL CARE				
Health & Social Care Access to Higher Education	09-Sep-19	12-Jun-20	3384.00	Various
SCIENCE				
Biology GCSE (Fast-Track)	13-Jan-20	12-Jun-20	362.00	Thu 17:30-21:00
Science Access to Higher Education	16-Sep-19	12-Jun-20	3384.00	Various
SPORT				
Sports Massage Level 3	16-Sep-19	14-Jun-20	2225.00	Thu 09:30-16:00
Sport Access to Higher Education	16-Sep-19	12-Jun-20	3384.00	Various

Centre of Sporting Excellence courses

COURSE TITLE	START DATE	END DATE	FEES £	DAY AND TIME
EXERCISE & FITNESS				
Instructing Exercise & Fitness Certificate Level 2	16-Sep-19	10-Feb-20	362.00	Various



Distance learning courses

COURSE TITLE	START DATE	END DATE	SITE	FEES £	DAY AND TIME
Care and Management of Diabetes	Various	Various	N/A	Free	Various
Common Health Conditions	Various	Various	N/A	Free	Various
Customer Service for Health & Social Care Settings	Various	Various	N/A	Free	Various
Equality and Diversity	Various	Various	N/A	Free	Various
Falls Prevention Awareness	Various	Various	N/A	Free	Various
Information Advice and Guidance Certificate NCFE CACHE Level 2	Various	Various	N/A	Free	Various
Principles of Care Planning	Various	Various	N/A	Free	Various
Principles of Customer Service	Various	Various	N/A	Free	Various
Principles of Dementia	Various	Various	N/A	Free	Various
Principles of End of Life Care	Various	Various	N/A	Free	Various
Principles of the Prevention and Control of Infection in Health Care Settings	Various	Various	N/A	Free	Various
Principles of Team Leading	Various	Various	N/A	Free	Various
Principles of Working with Individuals with Learning Disabilities	Various	Various	N/A	Free	Various
Understanding Autism	Various	Various	N/A	Free	Various
Understanding Children and Young Peoples Mental Health	Various	Various	N/A	Free	Various
Understanding Common Childhood Illnesses	Various	Various	N/A	Free	Various
Understanding Dignity and Safeguarding in Adult Health and Social Care	Various	Various	N/A	Free	Various
Understanding Nutrition and Health	Various	Various	N/A	Free	Various
Understanding Safeguarding and Prevent	Various	Various	N/A	Free	Various
Understanding the Safe Handling of Medication in Health & Social Care	Various	Various	N/A	Free	Various

Fees and finance

We want to make sure that education is available to everyone. If you join us on a full or part-time course – we have a range of support packages aimed to take the stress out of study.

19+ Advanced Learning Loans

Did you know that if you are 19 or over and applying to study at Level 3 or above, you could be eligible for a student loan?

Student loans have traditionally only been available to students studying at degree level, but in September 2013 the government launched a new loan scheme to help people like you access the financial support you might need to study for your qualification. What's more, you do not have to start paying back your loan until you have left the course and are earning over £25,725 a year.

And if you receive a loan to study for an Access to HE course, and then move on to do a HE course, the amount outstanding on your loan for your Access course will be written off once you complete your HE qualification. Research shows that people with a Level 3 qualification or above, earn more than those who are not similarly qualified. Repayments will be made at 9% of annual earnings over £25,725. This means that if you earn £27,000 a year, you will only have to pay back £9 a month. If you are earning £30,000, your repayments will be £32 a month. If your earnings drop below £25,725, payments will stop.

How do you qualify?

To qualify you must be:

Aged 19 or over on the first day of your course (there's no upper age-limit).

Living in the UK on the first day of your course and have lived in the UK, the Channel Islands or the Isle of Man for three years immediately before this or be a UK national or have 'settled status' (this means there are no restrictions on how long you can stay).

For further details see www.gov.uk/advanced-learner-loan/eligibility

Enrolling on an eligible course at Level 3 and above which includes: Access to HE Diplomas, other Diplomas and Certificates.

How do you apply for a loan?

You can apply online to Student Finance England using the online application form or you can download the forms and apply by post. Before you can apply, you will need to have a Learning and Funding Information Letter from the college. This will be issued to you at enrolment.

If you intend to pay for your course through an advanced learner loan, you will need to have made an application prior to or during enrolment.

If you need any help applying for a loan, our team is here to help.

Earn less than £17,550 per annum?

If so, you may be eligible for full funding – yes that's right you may be able to study for free!

If you earn between £17,550 and £21,000 per annum, you may also be eligible for funding. Ask for details when you enrol. Please bring with you proof of your household income with you.

Applies only to residents living within the West Midlands Combined Authority area.

Enrolment Information

The course fee in the brochure is the amount payable at enrolment. However, on some courses, there may be an additional fee to cover materials or examination fees and you will be advised of these at enrolment. You can pay your course fees by cash, cheque, debit or credit card. For some courses, you can also pay by instalments.

All cheques should be made payable to Birmingham Metropolitan College. If your employer is paying your fees, you should bring a purchase order from them stating this fact when you come to enrol.

All fees are payable at the point of enrolment. If you are unable to provide payment or evidence of benefits or employer sponsorship, we will not be able to complete your enrolment.

***Everyone enrolling needs to bring the following documents them:**

- Benefit/Household Income documents – if you are applying for financial support
- Payment/bank details – if you will be making a payment or paying by instalments
- Purchase order confirmation – if your employer is paying for fees.

*If you are an asylum seeker, refugee or have a Study Visa or any other Visa type covering your time in the UK, you will also need to bring this documentation with you to enrolment.

ID Documentation

We need to see identification evidence at enrolment. Acceptable evidence is shown below:

- Passport
- Photo Driving Licence
- Identity Card or other form of National Identification
- National Insurance Card
- Bank/Debit/Credit Card

Learners enrolling on Higher Education courses, will need to provide evidence from the list below:

- Passport
- Photo Driving Licence
- Identity Card or other form of National Identification
- Birth Certificate (this has to be an original certificate)
- Marriage Certificate (this has to be an original certificate)

Enrol between Monday 19 August - Thursday 19 September 2019

t: 0121 446 4545. Visit the website for timings bmet.ac.uk/enrol

How to pay by instalments

You can pay in instalments if your course fee is above £150.00 and your course is longer than 12 weeks. This includes any remaining balance due following part sponsorship by an employer.

Two Part Payment Plan**

(Payments by Direct Debit)
If your course fees were £150.00 for a course running for 12 weeks, then your instalments would be:

Payment at	
Enrolment in August	£75.00
1 October	£75.00
	£150.00

Five Part Payment Plan**

(Payments by Direct Debit)
If your course fees were £180.00 for a course running for 34 weeks, then your instalments would be:

Payment at	
Enrolment in August	£36.00
1 October	£36.00
1 November	£36.00
1 December	£36.00
1 January	£36.00
	£180.00

If paying in instalments, you must pay by Direct Debit. You can do this by completing and signing a Direct Debit mandate and an Instalment Agreement.

The first instalment must be paid at enrolment (by cash, credit card or cheque) and the remaining instalments will then be taken from your bank account on the indicated dates.

****T&Cs apply**

College fee policy is available at bmet.ac.uk

Studying while claiming benefits

A number of our courses offer discounts for those unemployed and on active benefits. If you are claiming discounted fees, you must enrol in person and bring evidence of your eligibility. Administration fees do not apply to students claiming benefits.

Course Prices

As our course prices are related to Government funding, there may be changes to costs and eligibility. You will be told the most recent course price during enrolment, but please be aware that any price amendments are out of our control.

Where the duration of the course exceeds one year, only the first year fee is shown.

Refunds

No refund will be given on short courses of 12 weeks' duration or less.

Refunds of course and tuition fees will only be given in the following circumstances:

- > When the college cancels a course
- > When the learner withdraws from a course within the first three weeks of the start date (although an administration fee will be charged). Please refer to our refund policy for further details.

All other requests for fee refunds will be issued as per the fee policy and will only be considered in exceptional circumstances. We reserve the right to cancel any course that does not meet minimum student numbers

Birmingham Botanical Gardens

Westbourne Road, Edgbaston, Birmingham B15 3TR

Centre of Sporting Excellence

Brintons Field, Zortech Avenue, Kidderminster DY11 7DY

Erdington Skills Centre

Edwards Road, Erdington, Birmingham B24 9EW

James Watt College

Aldridge Road, Great Barr B44 8NE

Matthew Boulton College

Jennens Road B4 7PS

Sutton Coldfield College

Lichfield Road B74 2NW

t: **0121 446 4545** w: **bmet.ac.uk** e: **ask@bmet.ac.uk**

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