

RATHMINES COLLEGE



EVENING PROGRAMME SPRING 2019 SHORT PART-TIME COURSES

CITY OF DUBLIN EDUCATION TRAINING BOARD

RATHMINES COLLEGE
Town Hall Rathmines, Dublin 6

T: 4975334

F: 4979678

E: eveningschool@rathminescollege.ie

W: www.rathminescollege.ie

Enrolling from
Monday 14th
January 2019
See inside for full details

MONDAY EVENINGS

CODE	COURSE TITLE	TIME(PM)	WKS	FEE
BUSINESS & CAREER COURSES				
Sp 19-01	Start your Own Business – expert advice & business plan essentials	18.00-19.30	8	€80
Sp 19-02	Introduction to Digital Marketing & Business – skills and strategies involved in developing an effective digital strategy for businesses today.	18.00-19.00	10	€65
COMPUTER/MEDIA COURSES				
Sp 19-03	Internet in the 21st century – Learn about Facebook, Twitter, Instagram, Pinterest, Ebay, PayPal, YouTube, Booking Holidays/Flights, Online Banking, Cloud computing	18.00-19.30	10	€95
Sp 19-04	Basic Computer Course – Beginners & Intermediate – Get to know your computer; Desktop, storage, speed, filing & organisation of documents	19.30-21.00	10	€95
Sp 19-05	NEW – Introduction to Podcasting – Set up, Launch, and Grow Your Own Show	18.00-19.30	10	€95
Sp 19-06	NEW – Introduction to Wordpress – Build and Grow your own site	19.30-21.00	10	€95
LANGUAGES				
Sp 19-07	English Language – Preparation for Cambridge First Certificate exam (B2)	19.00-21.00	10	€110
Sp 19-08	English Language – General English Intermediate (B1)	17.30-19.00	10	€80
Sp 19-09	Preparation for LC Spanish Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
Sp 19-10	Preparation for LC French Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
Sp 19-11	French Lower Intermediate (Term 2)	18.00-19.30	10	€80
Sp 19-12	French Upper Intermediate (Term 2)	19.30-21.00	10	€80
Sp 19-13	German – Beginners (Term 2)	18.00-19.30	10	€80
Sp 19-14	Spanish – Beginners (Term 2)	18.00-19.30	10	€80
Sp 19-15	Spanish – Improvers (Term 2)	19.30-21.00	10	€80
Sp 19-16	Russian – Beginners/Improvers	18.00-19.30	10	€80
LEAVING CERTIFICATE				
Sp 19-17	LC Maths – Ordinary Level – Paper I Revision (Paper II)	19.30-21.00	10	€85
Sp 19-09	Preparation for LC Spanish Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
Sp 19-10	Preparation for LC French Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
LIFESTYLE, HOBBY & LEISURE				
Sp 19-18	Art – Drawing and Painting for Beginners (Term 2)	19.00-21.00	10	€85
Sp 19-19	Art – The Fundamentals of Drawing for Beginners	18.00-19.00	10	€65
Sp 19-20	Fibre – Arts and Crafts – Weaving, Felting, and Embroidery	18.00-20.00	10	€95
Sp 19-21	NEW – Fibre – The Bayeux Stitch – Medieval and Modern Embroidery	20.00-21.00	10	€65
Sp 19-22	Bellydance for Fitness, Toning and Relaxation	18.30-19.30	10	€65
Sp 19-23	Musical Theatre (burlesque Style) – A mix of Jazz, Modern and Cabaret dance styles	17.30-18.30	10	€65
Sp 19-24	Pilates – for beginners and improvers	19.30-21.00	10	€85
Sp 19-25	Interior Design – Beginners	18.00-19.30	10	€85
Sp 19-26	Interior Design – Continuation	19.30-21.00	10	€85
Sp 19-27	Creative Writing – Beginners – Guidance for writing and editing by a professional	18.00-19.30	10	€85
Sp 19-28	Creative Writing – Continuation – Guidance for writing and editing by a professional	19.30-21.00	10	€85
Sp 19-29	Wine Appreciation + extra charge of €50 for materials/wine on the first night	19.30-21.00	8	€80

MONDAY EVENINGS

CODE	COURSE TITLE	TIME	WKS	FEE
UCD-PROVIDED COURSE				
Sp 19---	Introduction to Psychology – See UCD Website for details and enrolments on course. Dates are to be posted on UCD Website during the summer	19.00-21.00	10	Enroll with UCD

TUESDAY EVENINGS

CODE	COURSE TITLE	TIME	WKS	FEE
BUSINESS & CAREER COURSES				
Sp 19-30	Public Speaking – Communicate with Confidence	18.00-19.30	10	€85
Sp 19-31	NEW – Conflict management – Resolving conflicts effectively for personal or business outcome	19.30-21.00	10	€85
COMPUTER/MEDIA COURSES				
Sp 19-32	ECDL NEW SYLLABUS – European Computer Driving Licence (Part 2)	17.30-19.30	10	€110
Sp 19-33	NEW – Computer Applications for the workplace – Word-processing & Spreadsheets. Microsoft Word and Excel	19.30-21.00	10	€95
Sp 19-34	NEW – Animation for beginners – Learn how to bring your drawings to life with Adobe Animate CC (Flash)	18.00-19.30	10	€95
Sp 19-35	NEW – Digital Illustration – To cultivate your creativity and design skills	19.30-21.00	10	€95
Sp 19-36	NEW – Mobile Reporting – Video, Photo and Audio storytelling using your smartphone or tablet	19.30-20.30	10	€65
LANGUAGES				
Sp 19-37	English Language – English Advanced Cambridge	19.30-21.00	10	€80
Sp 19-38	English Language – English for work and business	19.00-21.00	10	€110
Sp 19-39	English Language – Preparation for IELTS exam (B2-C1)	17.30-19.30	10	€110
Sp 19-40	English for Beginners	18.00-19.00	10	€65
Sp 19-41	NEW – Irish Beginners – Non-natives welcome	19.30-20.30	10	€65
Sp 19-42	Irish Conversation – an opportunity to use and improve your spoken Irish.	18.00-19.00	10	€65
Sp 19-43	Preparation for LC Irish Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
Sp 19-44	French for holidays	17.00-18.00	10	€65
Sp 19-45	French – Conversation (Good intermediate level required)	18.00-19.30	10	€80
Sp 19-46	French – Beginners/Improvers (Term 2)	19.30-21.00	10	€80
LEAVING CERTIFICATE				
Sp 19-43	Preparation for LC Irish Oral Exam – from good standard Ordinary Level to Higher level	17.00-18.00	10	€65
LIFESTYLE & LEISURE				
Sp 19-47	Jewellery Making. Have fun in designing & making your own necklaces, bracelets and earrings + extra fee of 25 Euros for material in class	19.30-21.00	10	€65
Sp 19-48	Bridge – Continuation/ term 1 (beginners) must have been completed	19.00-21.00	10	€85
Sp 19-49	Drama and Acting – an introduction	19.30-21.00	10	€100
Sp 19-50	Health and Alternative Nutrition – A study of the effects of diet on health & fitness.	18.00-19.30	10	€85
Sp 19-30	Public Speaking – Communicate with confidence	18.00-19.30	10	€85
Sp 19-51	Yoga A1 – Beginners (Yoga students must supply their own mats)	18.00-19.30	10	€85
Sp 19-52	Yoga B1 – Continuation / Improvers (Yoga students must supply their own mats)	19.30-21.00	10	€85
Sp 19-53	Mindfulness and Wellbeing 1 – find calm and stability in your relationships with yourself & others	18.00-19.00	10	€85
Sp 19-54	Mindfulness and Wellbeing 2 – find calm and stability in your relationships with yourself & others	19.00-20.00	10	€85
Sp 19-55	Dublin History Talking and walking your city – Includes walking tours of Dublin	18.00-19.30	10	€85

CALENDAR 2018-2019

January enrolments will take place on Monday 14th and Tuesday 15th and on Monday 21st and Tuesday 22nd of January. (Also for LC courses on Wednesday the 16th 2-4pm)

WEEK NO. DATE OF CLASSES

- 14 / 15 January (Spring enrolments for 10-week short courses commence)
- 21 / 22 January (Spring enrolments for 10-week short courses continue)
- 1 28 / 29 January (Term 2 courses recommence & Spring 10-week short courses commence)
- 2 04 / 05 February
- 3 11 / 12 February

Mid-Term Break 18th / 19th February

- 4 25 / 26 February
- 5 04 / 05 March
- 6 11 / 12 March
- /7 18 (*Closed for St Patrick's*) / 19 March
- 7/8 25 / 26 March
- 8/9 01 / 02 April
- 9/10 08 / 09 April (*Final class for Tuesday's Spring Courses*)

Mid-Term Easter Holidays 15th / 16th April and 22nd / 23rd April

- 10 29 / 30 April (*Final class for Monday's Spring Courses*)

ENROLMENTS

ENROLMENT DATES:

Mon 14th, Tues 15th, January 2019

Mon 21st, Tues 22nd, January 2019

(and also possibly Wed the 16th January 2019 2-4pm for LC Courses)

ENROLMENT TIMES:

6.00-8.00pm

ENROLMENT LOCATION:

Rathmines College,
Town Hall Rathmines,
Dublin 6

CLASSES COMMENCE:

Mon 28th, Tues 29th January 2019

All enrolments are subject to the rules and regulations of CDETB.

FURTHER INFORMATION ON COURSE CONTENT

COURSE OUTLINES

A short description or outline of each course is available from the college on enrolment evenings. Also, teaching staff will be available to talk and advise on courses during enrolment evenings.

LANGUAGES

All language courses cover Reading / Writing / Listening / Speaking plus Grammar / Vocabulary / Pronunciation Work.

UCD – PROVIDED COURSES AT RATHMINES COLLEGE

Psychology is offered by Rathmines College in partnership with University College Dublin, Adult Education Centre. UCD provide both the tuition and the syllabus.

For more information, go to www.ucd.ie/adulted.

STUDENTS MUST SUPPLY THEIR OWN MATERIALS WHERE NECESSARY

Your course tutor will advise you on the first day of class.



BUSES SERVICING RATHMINES COLLEGE

14, 15, 15A, 15B, 18,
65, 65B, 83, 140, 142

CDETB

TERMS AND CONDITIONS

FEES:

- **FULL FEES** must be paid at enrolment and are not transferable to another student
 - **CHEQUES/POSTAL ORDERS/MONEY ORDERS** should be made payable to CDETB
 - Please write your name, address and current bankers card number on back of cheque
 - **CREDIT CARDS AND LASER CARDS** are accepted on enrolment nights only
 - **NO CASH** will be accepted due to security reasons.
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REFUNDS:

Course fees will be refunded **ONLY if a course does not form, is already full, or on the grounds of certified illness or changes in working conditions.** Requests for refunds, with supporting documentation where appropriate, must be submitted in writing with receipt to the Principal. Where a refund is deemed justified, a small handling fee will apply.

CONCESSIONS:

A small fund which offers a limited number of places at a discount is available at the discretion of the Principal to those whose primary source of income is Social Welfare. Appropriate and current evidence i.e. a Social Welfare Card must be produced to avail of these concessions.

STUDENT PROPERTY:

The College regrets that responsibility cannot be accepted for the loss or damage to the property of students.

TRANSFERS BETWEEN COURSES:

Transfers are permissible only within **the first two weeks** of the commencement of a course and **subject to availability of places.**

LITERACY

Rathmines college provides assistance **free of charge** regarding literacy classes on **Monday from 7.30pm to 9pm & Tuesday from 5.30pm to 7.30pm.**

The information contained in our brochure is accurate at the time of going to press. However, the College reserves the right to amend or cancel any course without notice. The information presented does not constitute a contract between the College and any third party.

RATHMINES COLLEGE, CDETB

The crest of Rathmines College is centered in the background. It features a shield with a cross on top, two circular symbols (possibly representing eyes or windows) on the sides, and a central emblem. The shield is set against a dark background with a decorative border.

RATHMINES COLLEGE

**SHORT PART-TIME
COURSES
ENROLMENT CARD**

RATHMINES COLLEGE, CDETB. PART-TIME COURSES ENROLMENT CARD January 2019

Course Code	Course Title	Day	Time	Fee €

Receipt no:

2	9	0	0	0				
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 Student no:

1	8	2	9				
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Surname: First Name:

Address:

Sex: Male Female Mobile tel.: Home tel.:

Student's Signature: _____ Date: _____

FEES ARE NOT REFUNDABLE EXCEPT WHERE A CLASS DOES NOT FORM

All enrolments are subject to the rules and regulations of City of Dublin Education and Training.

Please fill the card above (**parts in pink only**) and return it to the school if you wish to enrol for any of the January 2019 courses. Online enrolments are opened only from early December to mid-January. Please do not forget to handwrite in block capital letters. Please refer to the brochure to fill your application form enclosed. *Course code /Course title/ Day and fee as on our brochure 2019. Your surname/first name, Address, Gender /Mobile number/Home number, Signature and date.*

You can pay by cheque to the CDETB or send a postal order (with name of applicant on the back of the cheque/PO/Draft)

To: **Rathmines College, Evening School enrolments, Town Hall, Rathmines, Dublin 6**