

**ADULT  
COURSES  
JANUARY  
2025**



**Wigan & Leigh  
College**



**NOW  
IS YOUR  
TIME**

**WITH THE  
COLLEGE FOR  
TECHNICAL  
EXCELLENCE**

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# NOW IS YOUR TIME

WITH THE  
COLLEGE FOR  
TECHNICAL  
EXCELLENCE

Boost  
your job  
prospects

Wide choice  
of courses  
at a time to  
suit you

Many adults  
study for **FREE\***

\*dependent on  
individual circumstances

**“It felt like a struggle at first, as I had not studied for more than 30 years, but I soon got into it.”**

James Dawber, Higher Apprentice in Electrical and Electronic Engineering

**“College has changed my life. Having young children can be very isolating but I have made friends for life as a student.”**

Nicoleta Radu, Levels 2 and 3 Teaching Assistant

**“Adults often think that the only way to get to university is to study A Levels at night school, but it’s not the only way to get there.”**

Samantha Cheetham, Access to Higher Education Health alumni

# WHY CHOOSE US



**Our tutors are industry experts sharing their experience, networking opportunities and advice on how to succeed.**

## **COURSES INCLUDE**

Essential skills - maths, English and IT.

Qualifications to help you improve your job prospects or boost your career.

Taster courses to get you back into learning.

*“Coming back to study can feel challenging but the fact you’ve picked up this guide means you’re ready.*

*You’ll have your own reasons for getting back in the classroom, maybe you want a career change or to retrain for something completely different. Do you want that promotion at work or need higher level study to progress your career?*

*Perhaps your kids are at school and you want to do something for yourself or you’re ready for a new hobby.*

*Whatever your motivation, we can help you develop the skills to become more successful in life and work. More than 3,500 adults join us each year to change their lives through our courses and many of them study for free.*

*We know your experience will be very different from school leavers and you have extra considerations around study, that’s why we have a range of support and advice services plus adapted learning set ups so you get the most from college.”*

**Anna Dawe, Principal**

## **MORE THAN JUST A COURSE**

- Learn for FREE\*
- Bursaries & finance\*
- Childcare funding\*
- Learner support fund\*
- FREE college meals\*

\*if you’re eligible

**You can access courses at community venues, or at college campuses and some are offered online.**

**Flexible learning to fit around busy lifestyle commitments**

**We have the best tech teaching facilities in the region**

# FEES & FINANCE

Many of our adult courses are fully funded so you pay nothing. If there are fees then you have options including fee waivers, Advanced Learner Loans and Higher Education Student Loans.

You can find all the fees on the course tables of this guide, this is the cost for the whole course. If your course lasts more than a year you pay annually. We'll ask you to pay any course fees when you enrol. We accept cash and all major credit/debit cards, including Mastercard, Visa, Switch and Delta. You can also set up a Standing Order at enrolment (bring your bank account details), the minimum payment is £25.00 a month for courses over £100.

Is your employer paying your course fees?

Bring a letter of authorisation from them to enrolment and we'll issue an invoice to them for payment.

We print this guide in advance of the courses starting so fees can sometimes change.

## ADVANCED LEARNER LOAN

You can find out more about Advanced Learner Loans on page 20 of this guide. You can start your loan application at enrolment, bring your passport (if you have one) and your National Insurance Number.

Could you study for FREE? Many of our courses have no fees for adult learners. See course tables for more information.

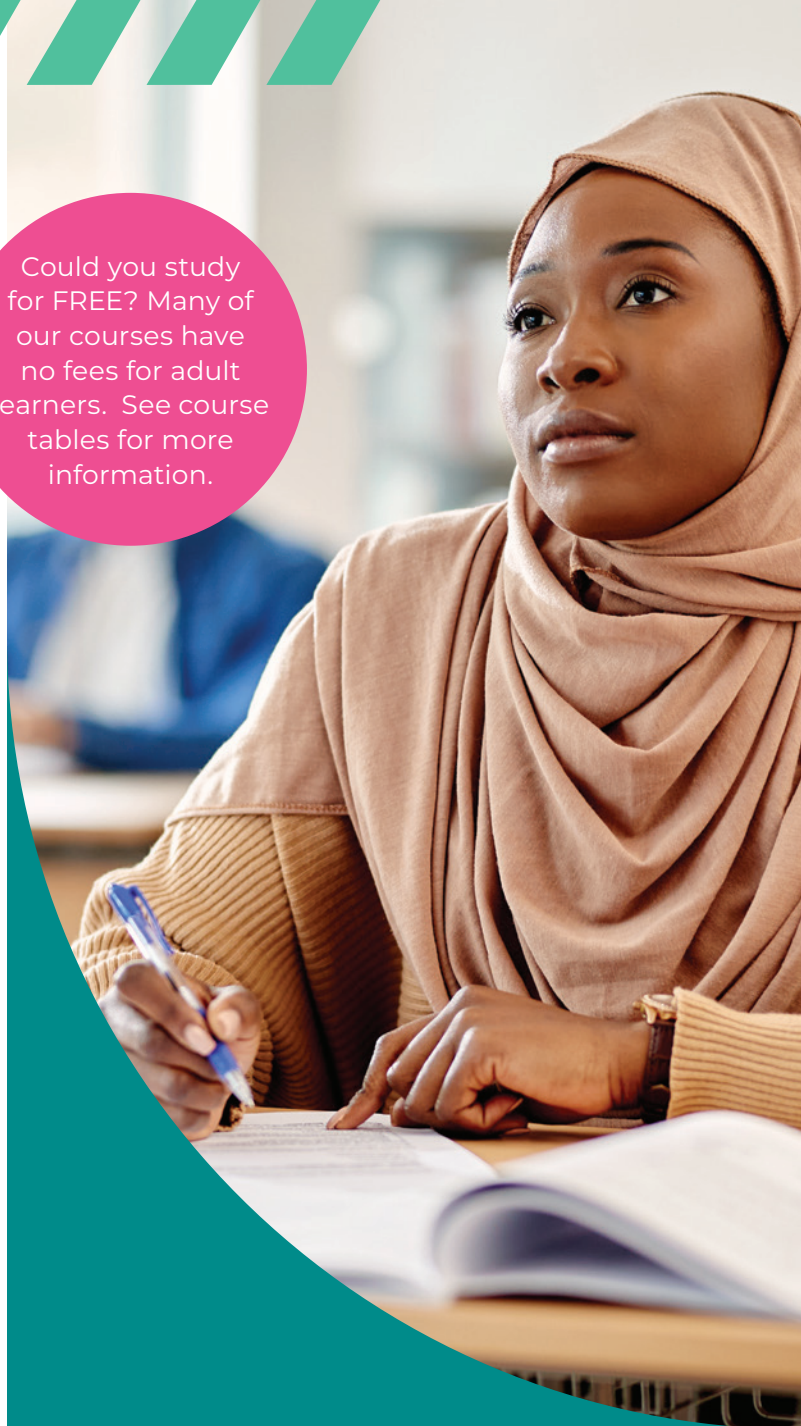
## WHAT OTHER FINANCIAL SUPPORT CAN I GET?

If you're worried about returning to study and the costs involved we can help. Ask us at advice events or read our Services for Students page on our website to see what help we can offer.

You could access Learner Support Funding, for adults developing their careers through continued education. This can cover expenses directly associated with learning, such as travel, trips or uniform. You can apply\* at various times during the year for:

- **Advanced Learner Loan Bursary - for applicants in receipt of Advanced Learner Loan**
- **Childcare funding**
- **Access to Learning (Higher Education)**

\*if you're eligible



# WIGAN COUNCIL

## COURSES AT COMMUNITY VENUES

We work in partnership with Wigan Council to offer courses at community venues as well as college campuses.

Wigan Adult Learning and Skills is part of Wigan Council, offering bespoke opportunities for you to return to learning or update your qualifications.

### LEARNING TIMES AND DATES

You can start learning all year round and don't have to be limited to term times. Depending on the course, you may study a few days over a few weeks, or once a week over a longer time frame.

### LEARNING LOCATIONS AND VENUES

The Council's main Learning Hub is Wigan Life Centre North, in the town centre. They also offer courses in community venues and Start Well Centres across the borough, in Atherton, Leigh, Hindley, Ince and Platt Bridge.

### WHAT YOU CAN LEARN

**English and Maths** are essential skills to secure a new job, move on to a further education course, or even to help your child at home with their school work.

You can study nationally recognised Functional Skills qualifications up to Level 2 (this is the level most employers and colleges require and is the same skills level as GCSE A-C grade).

English and Maths courses are tailored to your level - at a pace, venue and time to suit you and your family, and are always free.

You can study a **BTEC Level 1** qualification to develop transferable skills and prepare for further study.

Wigan Council guarantees interview opportunities within their own teams to provide you with potential employment opportunities.



### WIGAN COUNCIL ADULT LEARNING AND SKILLS:

01942 489758

01942 489714

[adultlearning@wigan.gov.uk](mailto:adultlearning@wigan.gov.uk)

**FREE Digital and ICT** courses are designed to meet everyone's needs and skills level. From basic IT & Digital Skills to fully accredited Entry Level 3 and Level 1 Functional Skills courses, there is something for everyone.

You will need to take a short initial assessment before starting a Digital course.

The Level 2 **Teaching Assistant** qualification, 'Supporting Teaching and Learning Schools', has entry points in September or January, with a new fast track course starting in September.

You're guaranteed a job interview at the end of your course. Many learners have gone on to secure jobs at local schools.

LEVEL	COURSE	START DATE	DAY	TIME	DURATION	19+ FEE	LOCATION
	<b>DIGITAL FUNCTIONAL SKILLS</b>	09/01/2025	Thur	17.00 - 19.00	27 Weeks	FREE	Wigan Life Centre North
	<b>DIGITAL SKILLS FOR BEGINNERS</b>	25/02/2025	Tue	10.00 - 12.15	5 Weeks	FREE	Wigan Life Centre North
	<b>DIGITAL SKILLS FOR BEGINNERS &amp; IMPROVERS</b>	10/01/2025	Fri	13.00 - 15.00	5 Weeks	FREE	Green Grass Community Centre, Atherton
		13/01/2025	Mon	14.30 - 16.25	5 Weeks		Leigh Library
	<b>ESSENTIAL DIGITAL SKILLS</b>	24/02/2025	Mon	10.00 - 12.15	20 Weeks	FREE	Wigan Life Centre North
		26/02/2025	Wed	10.00 - 12.15			
Entry Level	<b>FUNCTIONAL SKILLS ENGLISH</b>	10/01/2025	Fri	10.00 - 14.15	27 Weeks	FREE	Wigan Life Centre North - Learning Zone 3
		14/01/2025	Tue	12.45 - 15.00	26 Weeks		
Entry Level	<b>FUNCTIONAL SKILLS MATHS</b>	14/01/2025	Tue	12.45 - 15.00	26 Weeks	FREE	Wigan Life Centre North - Learning Zone 2
Mixed Level	<b>FUNCTIONAL SKILLS ENGLISH</b>	08/01/2025	Wed	9.30 - 11.45	27 Weeks	FREE	Green Grass Community Centre, Atherton
		08/01/2025	Wed	12.30 - 14.30			Leigh
Mixed Level	<b>FUNCTIONAL SKILLS MATHS</b>	08/01/2025	Wed	9.15 - 11.30	27 Weeks	FREE	Leigh
		08/01/2025	Wed	12.30 - 14.30			Green Grass Community Centre, Atherton
		10/01/2025	Fri	10.00 - 12.30			Sunshine House Community Hub, Wigan
Level 1	<b>FUNCTIONAL SKILLS MATHS</b>	14/01/2025	Tue	10.00 - 12.15	26 Weeks	FREE	Wigan Life Centre North - Learning Zone 2
Level 1	<b>BTEC CARING FOR CHILDREN</b>	26/02/2025	Wed	10.00 - 12.30	20 Weeks	FREE for eligible learners	Wigan Life Centre North
Level 1	<b>BTEC HEALTH &amp; SOCIAL CARE</b>	26/02/2025	Wed	10.00 - 12.30	20 Weeks	FREE for eligible learners	Wigan Life Centre North
Level 1 & Level 2	<b>FUNCTIONAL SKILLS ENGLISH</b>	13/01/2025	Mon	12.45 - 15.00	26 Weeks	FREE	Wigan Life Centre North - Learning Zone 3
		14/01/2025	Tue	10.00 - 12.15			
Level 1 & Level 2	<b>FUNCTIONAL SKILLS ENGLISH - REMOTE</b>	14/01/2025	Tue	17.00 - 19.00	26 Weeks	FREE	Remote / Online
Level 1 & Level 2	<b>FUNCTIONAL SKILLS MATHS - REMOTE</b>	08/01/2025	Wed	17.00 - 19.00	27 Weeks	FREE	Remote / Online
Level 2	<b>FUNCTIONAL SKILLS MATHS</b>	09/01/2025	Thur	10.00 - 12.15	27 Weeks	FREE	Wigan Life Centre North - Learning Zone 2
Fast Track Level 2	<b>CERTIFICATE SUPPORTING TEACHING AND LEARNING</b>	09/01/2025	Thur	10.00 - 14.30	23 Weeks	FREE for eligible learners	Wigan Life Centre North

**Next Steps:** Phone **01942 489758 / 489714** for more information or email [adultlearning@wigan.gov.uk](mailto:adultlearning@wigan.gov.uk)

# FIND YOUR FUTURE

## IN RESIDENTIAL CHILDREN'S CARE

### WHAT DOES A RESIDENTIAL CHILDCARE PRACTITIONER DO?

**You'll provide care and support for children who are living in a children's home or other residential setting. You'll get to know them and work as part of a team to provide a safe, stable, and nurturing environment and the love and support they need to thrive.**

As well as guiding them, through their daily routine, you'll build relationships, be a good listener, organise fun activities and be someone they can trust, even when things are tough. You will be part of a team who work together and share responsibilities to create a loving, stable home environment and provide positive activities and learning experiences.

You can make a real difference to their lives and help towards the bright future they deserve.

### WHAT PERSONAL QUALITIES ARE ESSENTIAL TO BE A RESIDENTIAL CHILDCARE PRACTITIONER?

Working with children and young people, particularly those who are recovering from traumatic experiences and who may require a lot of support, can of course be challenging, but is enormously rewarding too. It's important to reflect on your personal qualities and the strengths you could bring to the role.

Are you a great team player, willing to support others and work together to achieve goals?

Do you have good communication skills?

Do you have a naturally caring and supportive nature?

Are you great at building positive, trusting relationships, and willing to work hard at it?

Are you resilient and able to remain calm even when faced with challenging situations?

Are you trustworthy and comfortable with holding important responsibilities?

### HOW MUCH DO RESIDENTIAL CHILDCARE WORKERS MAKE IN THE UK?

The average residential care worker salary in the UK is £24,691 per year or £12.66 per hour. Entry-level positions start at £21,919 per year while most experienced workers make up to £37,329 per year.

## STEP INTO RESIDENTIAL CHILDREN'S CARE

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	STEP INTO RESIDENTIAL CHILDREN'S CARE (EVENINGS)	38622W0	04/02/2025	Tue		8 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan





## STEP INTO RESIDENTIAL CHILDREN'S CARE

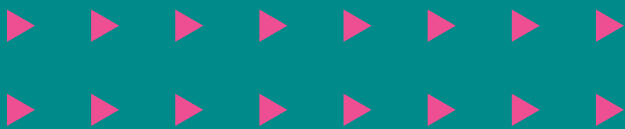
This programme runs for 9 weeks, including a 4-week placement with one of Wigan Borough's Children's services providers.

You'll gain essential qualifications, knowledge and skills to get you started on this highly rewarding career pathway. Join a dedicated workforce who make a difference every day to the lives of children and young people in care.

## STEP INTO HEALTH AND SOCIAL CARE

This programme runs for 8 weeks, including a 4-week flexible placement with one of Wigan Borough Council's ethical care provider partners.

If you've ever thought about working in Health and Social Care, this is your opportunity to find out whether it's for you.



## STEP INTO TEACHING ASSISTANT

This programme runs for just 10 weeks. A placement at one of our partner schools is included, giving you the vital experience you need to work in education. You can progress from this programme straight into a rewarding career.

Many of our teaching assistants have progressed to advanced Level 3 and then to higher level, some have successfully progressed into teaching, or specialist teaching support areas, such as special needs education.

## STEP INTO OFFICE WORK

This programme runs for 12 weeks, including a two-week flexible placement. You'll gain essential office skills such as ICT and communication and work on a placement with a local employer to support your job applications and improve your CV.

## STEP INTO FOOD PRODUCTION

This programme runs for 10 weeks, including a work placement with one of our local food manufacturers.

You'll gain valuable skills and qualifications such as Food Safety, manual handling and teamwork. A work placement will lead to a guaranteed interview for a real job in food production.

### OUR PARTNERS



# ESSENTIAL

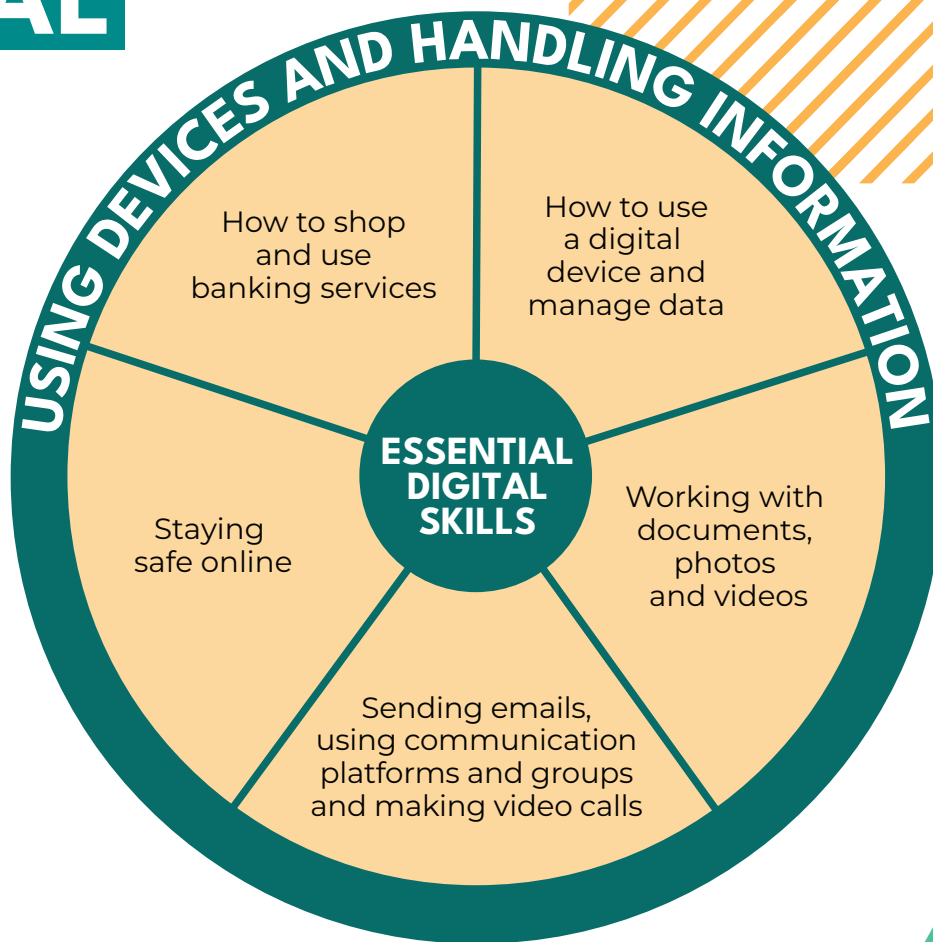
## DIGITAL SKILLS

### DO YOU STRUGGLE TO KEEP UP IN THE DIGITAL WORLD?

If you're finding everyday online tasks difficult, try a new **FREE** short course to develop your skills.

Learn how to log on, communicate, shop and access services online. Learn how to access the internet using a smartphone, tablet or computer to perform everyday tasks while keeping safe.

Classes are held on a variety of days and times, so there'll be one to suit you.



For more information, call us on:

**01942 761111**

or visit one of our advice events.

**FREE COURSES**

## COMPUTING & DIGITAL SKILLS

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	COMPUTERS FOR THE TERRIFIED	30023L0	28/01/2025	Tue	13.00 - 16.00	3 Weeks	YES	FREE	✗	Leigh Adult Learning Centre
		30094W0	29/01/2025	Wed	13.00 - 16.00	3 Weeks	YES	FREE	✗	Centre for Advanced Technical Studies
E	ESSENTIAL DIGITAL SKILLS	30024L0	25/02/2025	Tue	13.00 - 16.00	14 Weeks	YES	FREE	✗	Leigh Adult Learning Centre
		30098W0	26/02/2025	Wed	13.00 - 16.00	14 Weeks	YES	FREE	✗	Centre for Advanced Technical Studies
1	ESSENTIAL DIGITAL SKILLS	30026L0	25/02/2025	Tues	18.00 - 21.00	14 Weeks	YES	FREE	✗	Leigh Adult Learning Centre
		36261W0	26/02/2025	Wed	18.00 - 21.00	14 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan



**NOW IS  
ELAINE  
TIME**

**GAIN QUALIFICATIONS,  
GET PROMOTED.**

Elaine Turner began studying with us in 2016, earning her Level 2 AAT Certificate. She then progressed to Level 3 and through to achieve her Level 4 AAT Diploma.

The 49-year-old chose evening classes, which helped her maintain a good work-life balance. Gaining her AAT qualifications with us has allowed Elaine to advance in her career at Integral Surface Designs Ltd., where she currently works as an Accounts Manager.

*"I enjoyed the learning process and the classroom environment. It helped because I could ask questions to both the tutor and fellow students easily.*

*"If I hadn't done this course, I wouldn't have had the training needed in order to progress in my role."*

*"The course definitely related well to my work as it covered things like credit control."*

**Fees are paid annually for courses lasting more than one year. Fees in this guide are for the first year of the course, unless marked \***

Could you study for **FREE**? Many of our courses have no fees for adult learners.

**ACCOUNTING**

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
1	<b>AAT ACCESS AWARD IN BOOKKEEPING</b>	28041L0	24/01/2025	Fri	09.30 - 12.30	18 Weeks	<b>YES</b>	£245.00	<b>✗</b>	Leigh Campus
2	<b>AAT CERTIFICATE (PART-TIME DAY)</b>	23523W0	14/02/2025	Fri	10.30 - 16.00	1 Year	<b>YES</b>	£1,079.50	<b>✗</b>	Parsons Walk Campus, Wigan
3	<b>AAT DIPLOMA (PART-TIME DAY)</b>	23524W0	28/03/2025	Thur	09.30 - 18.30	1 Year	<b>NO</b>	£2,573.00	<b>✓</b>	Parsons Walk Campus, Wigan
4	<b>AAT DIPLOMA (PART-TIME EVENING)</b>	17230W0	04/02/2025	Tue and Wed	18.00 - 21.00 plus 2 hours online	48 Weeks	<b>NO</b>	£2,573.00	<b>✓</b>	Parsons Walk Campus, Wigan

## ART & TEXTILES

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	BEGINNERS NEEDLECRAFT	38106W0	29/04/2024	Tue	18.00 - 20.00	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
1	INTRODUCTION TO PATTERN CUTTING	38111W0	16/01/2025	Thur	09.30 - 11.30	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
		38112W0	01/05/2025	Thur	09.30 - 11.30	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
1	CREATIVE CRAFTS NCFE AWARD	30059W0	08/01/2025	Wed	09.30 - 12.30	20 Weeks	YES	£158.00	×	Parsons Walk Campus, Wigan
2	IN STITCHES - CREATIVE SEWING	38108W0	14/01/2025	Tue	18.00 - 20.00	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
		38108W0	15/01/2025	Wed	18.00 - 20.00	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
		38109W0	30/04/2025	Wed	18.00 - 20.00	8 Weeks	NO	£45.00	×	Parsons Walk Campus, Wigan
2	PHOTOGRAPHY - CREATIVE STUDIO TECHNIQUES	25118W0	14/01/2025	Tue	18.00 - 20.00	5 Weeks	YES	FREE	×	Parsons Walk Campus, Wigan



### CRAFTY COMRADES GET CREATIVE

Tania and Ruth have been friends for more than 40 years. The pair are rekindling their love of art with the Level 1 Creative Crafts 20 week course.

*"We wanted to get back into art as we studied it at A Level and it's something to enjoy as a regular hobby,"* said Ruth.

The adult learners were half way through the course when we caught up with them to see how they were getting on.

*"We are loving it,"* added Tania. *"It gets better and better each week. We are currently learning new skills in printing on fabric."*

Could you study for **FREE**? Many of our courses have no fees for adult learners.

## CATERING & HOSPITALITY

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
1	INTRODUCTION TO BREAD AND DOUGH	36520W0	21/01/2025	Tue	17.30 - 20.30	6 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan
1	INTRODUCTION TO PASTRY AND PASTRY PRODUCTS	33039W0	11/03/2025	Tue	17.30 - 20.30	6 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan

Could you study for **FREE**? Many of our courses have no fees for adult learners.

Fees are paid annually for courses lasting more than one year. Fees in this guide are for the first year of the course, unless marked \*

## CIVIL ENGINEERING / CONSTRUCTION & THE BUILT ENVIRONMENT

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
3	BTEC EXTENDED CERTIFICATE IN CONSTRUCTION AND THE BUILT ENVIRONMENT	30644W0	21/01/2025	Mon	09.00 - 16.30	1 Year	YES	£2,583.00	✓	Centre for Advanced Technical Studies
4	HNC (HTQ) CONSTRUCTION MANAGEMENT FOR ENGLAND (CONSTRUCTION DESIGN AND BUILD TECHNICIAN) PART-TIME DAY (AWARDED BY PEARSON)	36194W1	21/01/2025	Tue	09.00 - 17.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies
4	HNC (HTQ) CONSTRUCTION MANAGEMENT FOR ENGLAND (CONSTRUCTION SITE SUPERVISOR) PART-TIME DAY (AWARDED BY PEARSON)	36195W1	21/01/2025	Tue	09.00 - 17.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies
4	HNC (HTQ) QUANTITY SURVEYING FOR ENGLAND PART-TIME DAY (AWARDED BY PEARSON)	36191W1	21/01/2025	Tue	09.00 - 17.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies
4	HIGHER NATIONAL CERTIFICATE (HNC) CIVIL ENGINEERING (PART-TIME DAY) (AWARDED BY PEARSON)	36111W1	21/01/2025	Tue	09.00 - 17.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies
4	HIGHER NATIONAL CERTIFICATE (HNC) CIVIL ENGINEERING PART-TIME EVENING (AWARDED BY PEARSON)	36110W1	21/01/2025	Tue/Thur	17.30 - 21.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies
4	HNC (HTQ) CONSTRUCTION MANAGEMENT FOR ENGLAND (CONSTRUCTION DESIGN AND BUILD TECHNICIAN) PART-TIME EVENING (AWARDED BY PEARSON)	36193W1	21/01/2025	Tue/Thur	17.30 - 21.00	2 Years	NO	£3,250.00*	✓	Centre for Advanced Technical Studies

# A CAREER IN COUNSELLING

Interested in mental health and emotional well-being? Counselling courses can teach you valuable skills and provide practical experience.

Recognised counselling qualifications can open up a fulfilling career as a professional counsellor in many settings.

## WHAT DO COUNSELLORS DO?

Counsellors support people facing emotional and relationship issues such as bereavement, divorce, work-related problems, health conditions and anxiety. For many, counselling becomes a second or third career and previous experience in fields such as nursing, social work, or teaching will be useful.

## YOUR ROUTE TO BECOMING WORK READY

There's a growing demand for qualified counsellors in the UK driven by an increasing awareness of mental health issues and the desire for accessible support.

## WHERE SHOULD YOU BEGIN?

Taking your first step towards becoming a capable and compassionate counsellor starts with us.

### 1. Level 2 Certificate in Counselling Skills

Our introductory course is free online, typically completed in 12 weeks (or up to 24 weeks if needed). Alternatively, a 20-week, part-time, classroom-based option is available, requiring attendance one day a week.

### 2. Counselling Studies - Level 3 Certificate

We run this one-year course part-time. You'll gain a more in-depth understanding of counselling theories, to develop your skills and prepare for the next step.

### 3. HND Counselling and Applied Psychology (Integrative) (Level 4)

This two-year program equips you with the skills and knowledge to begin working as a counsellor, requiring supervised placement hours and investing in your own counselling therapy.

Following the HND, you can pursue a degree with a top-up year at University, specialising in fields like Cognitive Behavioural Therapy (CBT), or start practicing professionally.

## ATTRIBUTES YOU NEED TO BECOME A COUNSELLOR

You should be:

- able to communicate with people from all walks of life
- an active listener
- non-judgemental, sensitive and understanding
- patient and able to stay calm in emotionally charged situations
- trustworthy, ethical and able to maintain confidentiality
- organised and skilled at keeping detailed and accurate notes and records.

## HOW MUCH ARE COUNSELLORS PAID?

Counsellors usually earn between £20,000 to £26,000 when starting out. Some experienced counsellors earn between £30,000 and £40,000, with specialists commanding higher salaries. NHS counselling jobs start at around £28,400 and rise to around £50,000, depending on qualifications or experience.

In private practice, hourly fees can vary from £40 to £100 for a 50-minute session, but this can vary depending on location, experience, qualifications and client circumstances.

## WHO EMPLOYS COUNSELLORS?

Counsellor roles are in a variety of settings, including:

- Schools, colleges, and universities.
- Statutory and voluntary sector care agencies working with people with disabilities or on a range of specific issues including substance abuse, bereavement or rehabilitation of offenders.
- Hospitals, GP surgeries, community healthcare settings, mental and occupational health teams and other health sector settings.
- Youth services and agencies as well as children's centres.
- Citizens Advice services.
- HR departments within companies.
- Telephone helplines.
- Faith-based organisations.



Listen to our latest podcast  
**COLLEGE COMPASS**  
featuring industry experts from the counselling sector

## COUNSELLING

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
2	MENTAL HEALTH AND WELLBEING OPENAWARDS	38236L0	03/02/2025	Wed	09.30 - 15.00	16 Weeks	YES	£221.00	✗	Leigh Campus
2	COUNSELLING SKILLS	33577W0	13/01/2025	Mon / Tues	18.00 - 21.00	17 Weeks	YES	£438.00	✗	Centre for Advanced Technical Studies
		38016L0	15/01/2025	Wed	09.30 - 15.00	17 Weeks	YES	£438.00	✗	Leigh Adult Learning Centre
3	COUNSELLING SKILLS	33400W0	13/01/2025	Mon / Tues	18.00 - 21.00	18 Weeks	YES	£438.00	✗	Centre for Advanced Technical Studies
		33747W0	13/01/2025	Mon (Online) Wed (In College)	09.00 - 13.00 09.00 - 16.30	18 Weeks	YES	£438.00	✗	Leigh Adult Learning Centre

Could you study for **FREE**? Many of our courses have no fees for adult learners.

Fees are paid annually for courses lasting more than one year. Fees in this guide are for the first year of the course, unless marked \*

## ELECTRICAL INSTALLATION & GREEN TECHNOLOGIES

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
3	SOLAR PHOTOVOLTAIC SYSTEMS COURSE	38024W0	06/01/2025	Mon - Fri		1 Weeks	NO	£720.00	✗	Pagefield Campus, Wigan
3	DESIGN AND INSTALLATION OF DOMESTIC AND SMALL COMMERCIAL ELECTRICAL CAR CHARGING INSTALLATIONS	38025W0	13/01/2025	Mon / Tues / Wed		1 Weeks	NO	£395.00	✗	Pagefield Campus, Wigan
3	INTRODUCTION TO ELECTRICAL ENERGY STORAGE SYSTEMS	38023W0	27/01/2025	Mon / Tues / Wed		1 Weeks	NO	£530.00	✗	Pagefield Campus, Wigan

## FLORISTRY, HORTICULTURE & LANDSCAPING STUDIES

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	FLOWERS FOR OCCASIONS	38035W0	19/03/2025	Wed	18.00 - 21.00		YES	£140.00	✗	Parsons Walk Campus, Wigan
1	AWARD IN OCCUPATIONAL STUDIES FOR THE WORKPLACE (FLORISTRY)	30058W0	17/03/2025	Mon		11 Weeks	YES	£188.00	✗	Parsons Walk Campus, Wigan
1	PRACTICAL HORTICULTURE CITY & GUILDS AWARD	33055W0	24/03/2025	Mon	18.00 - 21.00	11 Weeks	YES	£202.00	✗	Parsons Walk Campus, Wigan
1	PRACTICAL HORTICULTURE CITY & GUILDS CERTIFICATE	33602W0	24/03/2025	Mon	18.00 - 21.00	11 Weeks	YES	£416.00	✗	Parsons Walk Campus, Wigan

# IMPROVE YOUR ENGLISH AND MATHS

Each year we transform the lives of hundreds of adults by helping them gain essential skills and qualifications in English and maths.

Most of the time we don't think about English and maths, but we use these skills all the time:

- **At home** - paying for bills, reading letters, helping your child with their homework or recipes, or even booking holidays.
- **At work** - communicating with colleagues, customers or calculating wages.
- **In our social life** - paying for shopping or petrol, sharing a bill in a restaurant, or reading a menu.

With a range of courses including Entry Level, Level 1, Level 2 Functional Skills and GCSE, we can offer a route for you to improve your skills.

If you want to study at college, please book your assessment and enrolment appointment, email: [applications@wigan-leigh.ac.uk](mailto:applications@wigan-leigh.ac.uk) or call: **01942 761111**

If you would prefer to study at a local community centre, please contact Wigan Council Adult Learning team on: **01942 489758 / 489714** or email: [adultlearning@wigan.gov.uk](mailto:adultlearning@wigan.gov.uk)

You may be eligible for full funding if you don't already have GCSE Maths and English grades 9-4, regardless of the other qualifications you have.

**Fees are paid annually for courses lasting more than one year. Fees in this guide are for the first year of the course, unless marked \***

## BRITISH SIGN LANGUAGE (BSL)

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	BRITISH SIGN LANGUAGE	36508W0	23/01/2025	Thur	18.00 - 20.00	6 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan
		36508W0	01/05/2025	Thur	18.00 - 20.00	6 Weeks	YES	FREE	✗	Parsons Walk Campus, Wigan
		38090L0	22/01/2025	Wed	17.30 - 19.30	6 Weeks	YES	FREE	✗	Leigh Campus
		38090L0	07/05/2025	Wed	17.30 - 19.30	6 Weeks	YES	FREE	✗	Leigh Campus
1	BRITISH SIGN LANGUAGE	36253W0	11/02/2025	Tue	18.00 - 20.30 plus 1 hour independent	17 weeks	YES	FREE	✗	Parsons Walk Campus, Wigan
		36253W0	13/02/2025	Thur	18.00 - 20.30 plus 1 hour independent	17 weeks	YES	FREE	✗	Parsons Walk Campus, Wigan
		38091L0	12/02/2025	Wed	17.30 - 20.00 plus 1 hour independent	17 weeks	YES	FREE	✗	Leigh Campus



## NICOLETA LANDS NEW CAREER AND LIFE CHANGE THANKS TO COLLEGE CLASSES

College classes helped to turn life around for 39-year-old Nicoleta Radu.

She not only launched a new career, but also met her husband to be.

In 2010, Nicoleta decided to improve her English moving from Romania to the UK to take up a short contract as an au pair, attending English for Speakers of other Languages (ESOL) classes at the college. It was there that she met Pouria from Iran.

Three years later, the couple married. When their two boys were at primary school, Nicoleta decided to take up a role volunteering as a teaching assistant. She loved the work so much she enrolled at the college once more to study Level 2 and 3 Teaching Assistant courses, and secured a paid role at Our Lady's Primary School in Aspull.

*"When the boys were young I really struggled to find a job that fit in around their school hours," said Nicoleta. "I was delighted to be offered the teaching assistant job at the school, working on a one-to-one basis with a child who needed additional learning support, and I was able to continue to learn at college at the same time."*

Nicoleta has now progressed to the Foundation Degree Children, Young People and their Services and having achieved a First Class result in the first year she is hoping to keep up her high standards in the second.

Nicoleta is planning to progress to achieve the BA (Hons) Education Studies at the University Centre, with a long-term plan to work with children and families in Social Services.



**NOW IS  
NICOLETA'S  
TIME**

## ESOL

We'll help you improve your English reading, writing, speaking and listening skills, in classes with students from all over the world.

Become more confident and use your language skills to help you at work, at home and within the community.

Our classes are fun, interesting and our experienced teachers will help and support you as you learn, meet new people and gain skills.

Book your assessment and enrolment appointment, email: [applications@wigan-leigh.ac.uk](mailto:applications@wigan-leigh.ac.uk) or call: **01942 761111**

## ESOL STUDENTS MUST BRING THE FOLLOWING TO ENROLMENT

- **Non-UK nationals** must bring home office documentation or evidence of settled/pre-settled status (eg biometric residence permit, and in some cases home office documentation).
- **Asylum Seekers** must have lived in the UK for 6 months or longer and show evidence (eg ARC Card, BAIL 201, or local authority evidence).
- ARC Card dated beyond six months and post office receipt of support, dated within the month (19+).

# FREE

# ONLINE LEARNING

# COURSES



**APPLY  
HERE**

Online learning courses are for you, whether you are looking for a route to work, developing in your current role, improving your CV or want to learn for personal development.

You can choose from a range of fully funded courses, with NCFE approved assessments. We provide all your learning material online.

You'll study at a time and place to suit you, and our qualified assessors will support you throughout the course.

All of our courses are at Level 2.

**100%  
PASS RATE**



## CHILDCARE & EDUCATION

- Principles of Team Leading
- Principles of Working with Individuals with Learning Disabilities
- Understanding Adverse Childhood Experiences
- Understanding Autism
- Understanding Children and Young People's Mental Health
- Understanding Common Childhood Illnesses
- Understanding Safeguarding, Prevent and British Values
- Understanding Specific Learning Difficulties

## HEALTH & SOCIAL CARE

- Common Health Conditions
- Preparing to Work in Adult Social Care
- Principles of Care Planning
- Principles of Dementia Care
- Principles of End of Life Care
- Principles of Team Leading
- Principles of the Prevention and Control of Infection in Health Care Setting
- Understanding Cancer Support
- Understanding Dignity and Safeguarding in Adult Health and Social Care
- Understanding Nutrition and Health
- Understanding Personal Care Needs
- Understanding the Care and Management of Diabetes
- Understanding the Safe Handling of Medication in Health and Social Care

## MENTAL HEALTH

- Awareness of Mental Health Problems
- Counselling Skills
- Understanding Behaviour that Challenges
- Understanding Mental Health First Aid and Mental Health Advocacy in the Workplace
- Understanding Working with People with Mental Health Needs

## ONLINE

Most people choose to study online:

- You'll complete assessments on any internet enabled device, anywhere, any time. We do recommend a tablet or laptop to complete the course.
- We also provide printed resources on request.

## 1:1 SUPPORT

We support your studies throughout with one-to-one guidance.

Our assessors provide study schedules and personal support by email, virtual meetings, online or telephone.

## ELIGIBILITY

If eligible, courses are fully funded, however, there is a withdrawal fee of £125 if you don't complete.

Courses are funded if you're:

- Aged 24 or more (if you are aged 19 - 23 you must already have a FULL Level 2 qualification or equivalent).
- Resident in the UK for three or more years, for purposes other than study.
- Not currently active on an apprenticeship.

We recommend you already have at least a Level 1 in English (GCSE grade D or equivalent) or Level 2 in English (GCSE grade C or equivalent) for the following courses:

- Adverse Childhood Experiences
- Principles of Team Leading.



Fees are paid annually for courses lasting more than one year. Fees in this guide are for the first year of the course, unless marked \*

## HAIRDRESSING & BEAUTY THERAPY

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
E	<b>HOPI EAR CANDLING</b>	33087W0	20/01/2025	Mon	09.00 - 12.00	1 Day	YES	FREE	✗	Parsons Walk Campus, Wigan
E	<b>DERMAPLANING</b>	36558L0	12/05/2025	Mon	09.00 - 12.00	1 Day	YES	FREE	✗	Leigh Campus
E	<b>HAIR EXTENSIONS</b>	33075L0	20/05/2025	Tue	18.00 - 20.00	2 Weeks	YES	FREE	✗	Leigh Campus
E	<b>MICRONEEDLING</b>	33086L0	02/06/2025	Mon	09.00 - 12.00	1 Day	YES	FREE	✗	Leigh Campus
E	<b>CHEMICAL SKIN PEELS</b>	33085L0	16/06/2025	Mon	09.00 - 12.00	1 Day	YES	FREE	✗	Leigh Campus

## MECHANICAL ENGINEERING

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
4	<b>HNC MECHANICAL ENGINEERING FOR ENGLAND (HTQ)</b>	38078W1	21/01/2025	Tue/Wed	17.30 - 21.00	2 Years	NO	£3,250*	✓	Pagefield Campus, Wigan

## SPORT

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
3	ACTIVE IQ DIPLOMA IN PERSONAL TRAINING PART-TIME EVENING	33046L0	14/01/2025	Tue/Wed	18.00 - 21.00	10 Weeks	YES	£811.00	✓	Leigh Campus
4	ACTIVEIQ CERTIFICATE IN STRENGTH AND CONDITIONING	38005L0	18/03/2025	Tue/Wed	18.00 - 21.00	12 Weeks	NO	£811.00	✓	Leigh Campus

## TEACHING ASSISTANT

LEVEL	COURSE	COURSE CODE	START DATE	DAY	TIME	COURSE LENGTH	FREE FOR ELIGIBLE LEARNERS	19+ FEE	LOAN	LOCATION
2	TEACHING ASSISTANTS CACHE CERTIFICATE IN SUPPORTING TEACHING & LEARNING (PART-TIME DAY)	36196L0	15/01/2025	Wed	09.30 - 15.30	15 Weeks	YES	£250.00	✗	Leigh Adult Learning Centre
2	TEACHING ASSISTANTS CACHE CERTIFICATE IN SUPPORTING TEACHING & LEARNING (EVENING)	29098W0	11/03/2025	Tue	16.30 - 21.00	15 Weeks	YES	£250.00	✗	Parsons Walk Campus, Wigan
3	TEACHING ASSISTANTS CACHE DIPLOMA IN SUPPORTING TEACHING & LEARNING (PART-TIME DAY)	27046L0	20/01/2025	Mon	09.30 - 15.30	21 Weeks	YES	£2,225.00	✗	Leigh Adult Learning Centre
3	TEACHING ASSISTANTS CACHE CERTIFICATE IN SUPPORTING TEACHING & LEARNING (EVENING)	27045W0	21/01/2025	Tue	16.30 - 21.00	21 Weeks	YES	£2,225.00	✗	Parsons Walk Campus, Wigan
3	TEACHER EDUCATION ASCENTIS AWARD IN EDUCATION AND TRAINING (FORMERLY PTLLS)	33090W0	22/01/2025	Wed	18.00 - 21.00	14 Weeks	YES	£360.00	✗	Parsons Walk Campus, Wigan

### NAOMI POTTS

Naomi Potts' experience of home schooling has led to a new career as a Teaching Assistant.

Following lockdown, the teachers at her children's school were so impressed with how she tackled home tutoring with her own children, they suggested she come into class to volunteer as a classroom assistant.

The mum of seven signed up for the Level 2 Teaching Assistant course soon after, and has now progressed through Level 3 to Level 4.

"I've really enjoyed the courses," said Naomi, who admits to a busy life juggling a full-time Teaching Assistant job with auxiliary nursing at the weekend, alongside studying and bringing up her family.

"My husband is up at 5.15am, so often I get up with him and get some college work done. We do run on very little sleep," she added.

Naomi is mum to twins aged 10 with an 11 year-old, a 13-year-old and three older ones at college and university.

"I'm very organised, I really have to be," she added.

Naomi is set to complete the Level 4 Teaching Assistant evening course this year.

"The courses have been great progression for me alongside work," said Naomi. "I now have a much better understanding of the job. It's been manageable without being overwhelming."

**NOW IS  
NAOMI'S  
TIME**

# CAN I GET HELP WITH MY COURSE FEE?

## ADVANCED LEARNER LOANS INVEST IN YOUR FUTURE

If you are aged 19+ and want to study a vocational, technical or professional qualification at Level 3 and above you may be eligible to apply for an Advanced Learner Loan.

The Advanced Learner Loan is available for you if you study an eligible course with us, including:

- **A Levels and AS Levels**
- **Access to Higher Education Diplomas**
- **General and technical qualifications at Levels 3, 4, 5 and 6**

If you are aged 19-23 and you do not have a Level 3 qualification, you may not have to pay course fees.

## REPAYING YOUR ADVANCED LEARNER LOAN IS STRAIGHTFORWARD.

- You will only start making repayments when your income is more than the government threshold.  
[www.gov.uk/repaying-your-student-loan/what-you-pay](http://www.gov.uk/repaying-your-student-loan/what-you-pay)
- You will only pay back 9% of any income above the threshold set by the government.

### If you are aged 19+ and meet nationality or residency status criteria, it's easy to apply\*:

- your household income isn't taken into account
- you won't have to pay anything back until your annual income is more than the government threshold
- there is no credit check.

\*to check your residency eligibility go to [www.gov.uk/advanced-learner-loan/eligibility](http://www.gov.uk/advanced-learner-loan/eligibility)

## SOME COURSES ARE FREE FOR ELIGIBLE LEARNERS, AS SHOWN IN THE COURSE DETAILS.

You may be eligible for a FREE course if you are:

- Unemployed and in receipt of an eligible benefit (for example JSA, ESA or Universal Credit)
- Employed and earning less than £25,000\*
- Studying for your first full Level 2 qualification on an eligible legal entitlement course
- Aged 19+ and studying a Level 3 qualification on an eligible legal entitlement course.

\*2024/25 information. This may change for courses starting in 2025/26

This guide was printed in December 2024 for the 2025 intake. Wigan & Leigh College (the 'college') endeavours to ensure that the information in this publication is accurate at the time of going to publication, but because this prospectus has been printed in advance of courses starting dates, all courses are offered subject to student numbers and the college reserves the right to amend, withdraw or amalgamate any of the courses, fees, services, locations or facilities described at any time before you apply for a place on a course of study.

There are a number of reasons why changes to course information may need to be made prior to you applying for a place on a course at the college. These may include, but are not limited to, operational and/or academic reasons. Prospective students are therefore reminded that they are responsible for ensuring, prior to applying to study on a course of study at the college, that they review up-to-date course information, which is available by visiting [wigan-leigh.ac.uk](http://wigan-leigh.ac.uk) or by contacting us at 01942 761 111.

In addition, the college may be required to withdraw courses due to cohort numbers not being sufficient - please contact us if you require information in relation to cohort requirements on 01942 761 111.

Further information describing the teaching, examination and other educational, pastoral and student support services offered by the college are available from [wigan-leigh.ac.uk/college-information](http://wigan-leigh.ac.uk/college-information) documents contain important contractual information. Prospective students should therefore fully familiarise themselves with these documents prior to applying on a course to study at the college.





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**GMCA** GREATER  
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**Wigan & Leigh**  
College

# ADVICE &

# ENROLMENT

# EVENTS



**WITH THE  
COLLEGE FOR  
TECHNICAL  
EXCELLENCE**

**LEIGH ADULT LEARNING CENTRE  
(WN7 1XL)**

**4.30PM - 7.00PM**

**WEDNESDAY  
8 JANUARY**

**CENTRE FOR ADVANCED  
TECHNICAL STUDIES  
(WN1 1RP)**

**4.30PM - 7.00PM**

**THURSDAY  
9 JANUARY**

Change your life  
with our adult courses  
[wigan-leigh.ac.uk](http://wigan-leigh.ac.uk)