

St Helena Community College Training Opportunities!

Core Skills

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
Functional Skills English Level 1 & 2	FREE	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Tutor Led
Functional Skills Maths Level 1 & 2		
GCSE English Language		
GCSE English Literature		
GCSE Mathematics		

Community Education

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
Fire Safety This course covers basic fire safety, including evacuations, the use of extinguishers .	£30	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Tutor Led
Food Hygiene & Safety This course covers an introduction to food safety and hygiene.	£15	
Customer Service This courses identifies the importance of customer service and the main reasons for customer dissatisfaction. You will learn the basics of good and bad service.	£10	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Tutor Led
Motivation in the workplace This training course is designed to raise participants' awareness of what is motivation, what motivates your self and how you can motivate others.	£10	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Oct 2021 LEARNING TAUGHT VIA: Tutor Led
Writing Emails This course covers how an email has to be structured. It also deals with various email etiquettes which has to be followed during sending or receiving emails in a professional environment.	£10	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Nov 2021 LEARNING TAUGHT VIA: Tutor Led

IT Skills

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
European Computer Driving License (ECDL): This programme defines the skills & competencies necessary to use a computer & its common applications. It offers a range of modules including computer essentials & IT security.	FREE	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Tutor Led
Microsoft Office 2013 Package Consists of Introductory, Intermediate and Advanced levels of the following Courses: <ul style="list-style-type: none"> • Microsoft Word 2013 • Microsoft Excel 2013 • Microsoft PowerPoint 2013 • Microsoft Outlook 2013 • Microsoft Access 2013 	£89	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
Microsoft Office 2016 Word - Introduction	£20	
Microsoft Office 2016 Word - Intermediate	£20	
Microsoft Office 2016 Word - Advanced	£20	
Microsoft office 2016 Excel - Introduction	£20	
Microsoft office 2016 Excel - Intermediate	£20	
Microsoft office 2016 Excel - Advanced	£20	
Microsoft office 2016 Outlook - Advanced	£20	

GCSEs and A-Levels

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
GCSE Business (Edexcel)	£510	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
GCSE Psychology (Edexcel)		
GCSE Sociology (AQA)		
GCSE History		
GCSE Geography		
GCSE Biology		
GCSE Chemistry		
GCSE Physics		
A-level Business Studies	£610	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
A-level Psychology		
A-level Sociology		
A-level History		
A-level Geography		
A-level Environmental Studies		
A-level Law		

Course through Virtual College

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
Customer Services in Hospitality	£30	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
Food Allergy Awareness	£25	
Managing Change	£25	
Confidentiality in the workplace	£30	
Business Development Tools & Techniques	£25	
Decision Making	£25	
Time Management	£30	
Working with Others	£30	

Professional Qualifications

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
Association of Chartered Certified Accountants (ACCA) Foundation & Professional Levels	£99	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
ILM Leadership & Management Level 3 & Level 5	£759	
Prince 2 Project Management Foundation & Practitioner Levels	£480	
Certificate in Procurement and Supply Operations Level 3	£895	
Chartered Institute of Personnel and Development (CIPD—Human Resources) Levels 3, 5 & 7	£2150 - £3150	
The Institute of Leadership & Management (ILM) Award, Certificate & Diploma - Levels 2, 3, 4 & 5	£535 - £2005	

Open University

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
Certificates of Higher Education <ul style="list-style-type: none"> Business Management Education Studies (Primary) Health Sciences Healthcare with Health Science Mathematical Sciences Natural Sciences Psychology 	Please enquire about costs for these Courses	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning
Diploma of Higher Education <ul style="list-style-type: none"> Criminology and Psychology Environmental Studies 		
Degree <ul style="list-style-type: none"> Criminology and Psychology Environmental Management & Technology Health Sciences Natural Sciences Psychology Psychology and Law 		

Me Learning Courses

COURSE TITLE	COST	THINKING ABOUT REGISTERING?
From Data Protection to learning how to safeguard adults & children, Me Learning offers a wide range of courses for all. Please enquire about the full 'Me Learning' course list on the details below.	FREE	REGISTRATION PERIOD: 26 July—13 August 2021 START DATE: Sept 2021 LEARNING TAUGHT VIA: Distance Learning

Please note that the Costs of these courses may be subject to change as a result of Providers costs.

Contact Us

For further information about St Helena Community College training opportunities, registration process and/or to request a registration form please contact us on: Telephone number 22607 or visit SHCC in person; The St Helena Community College is based in Jamestown, just below Pilling Primary School at the Education Learning Centre.

Need a space for a meeting? Looking for somewhere to join a conference?

St Helena Community College is also available for venue bookings.

Please contact SHCC Assistant Support Officer, Carley Peters on email- carley.peters@sainthelena.gov.sh or you can call +290 22607

Examinations

The public is advised that the St Helena Community College is the venue for sitting online exams. Online exams are constantly being reviewed and the requirements of these type of exams can not always be accommodated by the St Helena College.

For more information or to submit a request for undertaking online exams, please contact SHCC Support Officer (Training Coordination), Cherilee Thomas-Johnson, via email: cherilee.johnson@sainthelena.gov.sh or you can call +290 22607.



SHCC
St Helena Community College

#YourGatewaytoOpportunity

St Helena Community College

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