

Higher Education

2012/13

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 KINGSTON
College



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Welcome to the world of Kingston College. I'm delighted that you're thinking of coming here to study.

I'd very much like you to take up a place with us. Kingston College offers one of the widest range of courses of any college in London and I know that you will find an opportunity here that is right for you. Our provision has strong linkages to the workplace and to industry standards in a great many professions. We enjoy very strong links to a number of key London universities and, if you choose to study here, you will be part of a big network of partners and career progression pathways.

And, once you're here, you'll find yourself surrounded by great teachers, amazing tutors and exceptional support staff, all dedicated to your success. Our College is a warm, welcoming place, committed to excellent teaching, learning and support.

We know this through our results. Our students go on to achieve remarkable things in their careers and we see many of them on the national stage, leading their chosen field. We have good facilities to support study at the College, including a dedicated HE study area and a new on-line learning service to support your studies 24 hours a day.

Above all, you will find the College's tutors are dedicated to your success and will walk with you every step of the journey through College.

I look forward to welcoming you as a student here.

Peter Mayhew-Smith
Principal

Information Support

On request, arrangements can be made for information to be provided in alternative formats. Please see page 10 for the contact details of our Disability Advisor. The Prospectus is available in electronic format at www.kingston-college.ac.uk

Our Mission

We will provide ever higher standards of teaching, learning, support and success to a diverse and ambitious community of students and employers in order to secure progress and prosperity for all, making Kingston College a happy and rewarding place to study and work.

Open Days

Visit www.kingston-college.ac.uk to register your place.

- Saturday 15 October 2011
- Saturday 5 November 2011
- Wednesday 7 December 2011
- Saturday 3 March 2012
- Friday 29 June 2012

Facilities



The Higher Education Centre is situated on the 11th floor of the Kingston Hall Road Centre and is open to all College students studying at HE level. The area was created with flexible learning in mind; this is illustrated by the mixture of seating, bookable rooms and areas designed for differing learning styles. Qualified and knowledgeable staff are available to offer study skills help and guidance on finding appropriate print and electronic resources.

The Centre is made up of four different study areas:

Foyer consists of a computer room containing 20 PCs, two rooms that learners can book for group work and to practise presentations, a relaxed seating area close to photocopying equipment and printers.

Quiet Study Area is a smaller area with 9 PCs and is suitable for independent study.

Silent Study Area is most suitable for periods when intense concentration is needed.

Group Study Area is a large area in which students can use laptops to work together in groups. It is furnished to accommodate different group needs and includes formal seating arrangements and a more relaxed area – there is even an outside terrace with panoramic views over Kingston upon Thames and the river and a rooftop café. The whole area is supported by Wi-Fi enabling learners to use personal laptops. In this room the atmosphere is informal and relaxed but academic.

Facilities

Arena Hairdressing and Beauty Therapy

is a specialist facility for hairdressing, complementary therapy and beauty therapy training. It provides a professional environment for students, employers and clients alike. For more information contact Arena Hairdressing and Beauty Therapy on 020 8268 2769.

Arena Sports Hall

seats 500 spectators and caters for students with all levels of sporting performance and is a major venue for national and international tournaments. The Arena Gym is a 60-station fully equipped gym, open only to students and staff. The studio runs classes in step, yoga and studio cycling to name a few.

The Penny School Gallery

hosts exhibitions of the work of students, staff and international artists and includes contemporary art, design and crafts. The gallery is located within the School of Art and Design on our Richmond Road site.

Bighead Music Studios

is our fantastic music facility which incorporates four recording studios utilising the latest digital and analogue technology. They have been designed to give students the opportunity to create industry-standard work.

The Arthur Cotterell Theatre

is a flexible venue and is capable of holding audiences in excess of 300. It has become the venue for a huge variety of exciting performances. It is not only a centre for the creative work inside the College, but also plays host to the work of outside companies.

Engineering Workshops

Purpose built and extensively equipped training centre designed to meet industrial needs. It is zoned to allow trainees to develop a wide range of skills in electro-mechanical maintenance and control systems.



HAIR & BEAUTY



SPORTS



pennySchoolgallery



Campuses Across Kingston

Richmond Road Centre, 55 Richmond Road, Kingston, KT2 5BP

Anstee House Centre, Wood Street, Kingston, KT1 1TX

Kingston Hall Road Centre, Kingston Hall Road, Kingston, KT1 2AQ

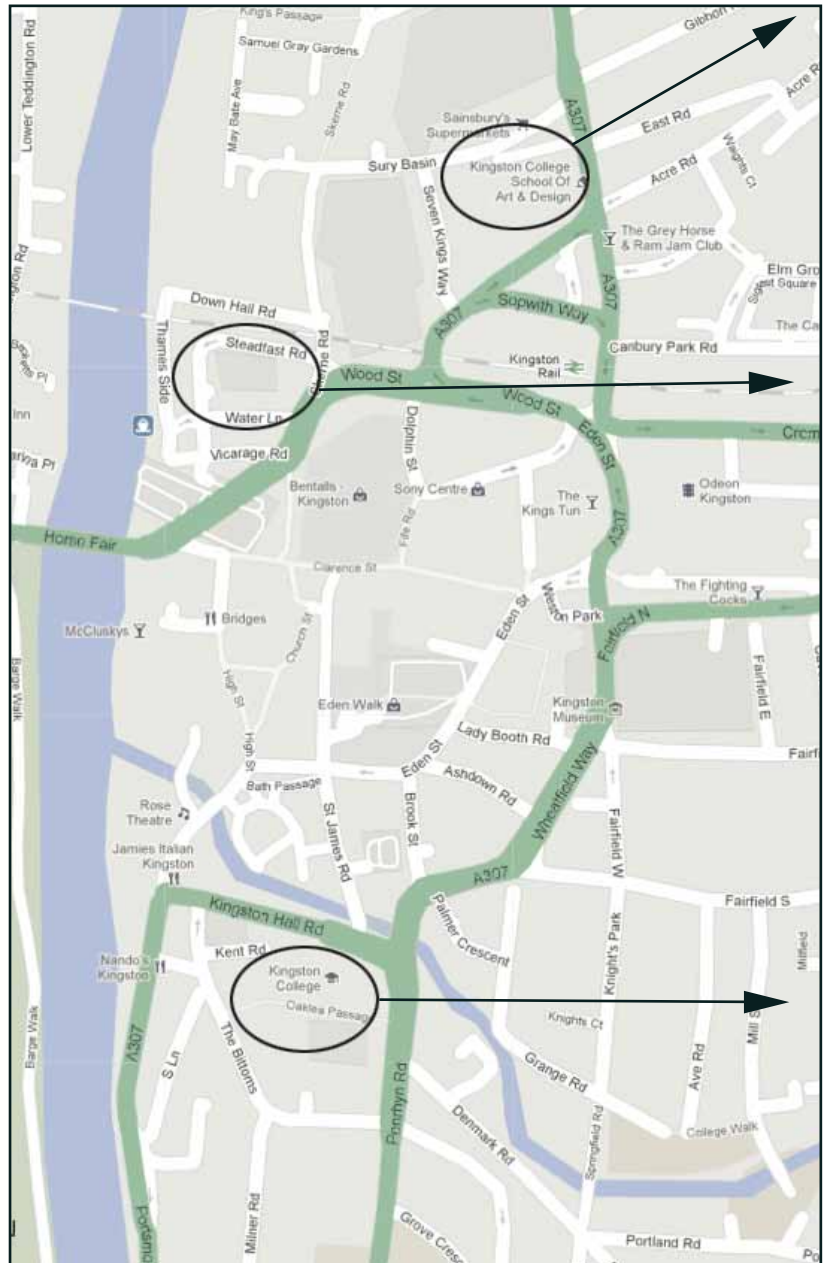
Full time courses at Kingston College are taught in three campuses spread across Kingston Town Centre.

Buses

- 57 Kingston - Streatham
- 65 Kingston - Ealing
- 71 Kingston - Chessington
- 85 Kingston - Putney
- 111 Kingston - Hounslow - Heathrow
- 131 Kingston - Wimbledon
- 213 Kingston - Sutton
- 216 Kingston - Staines
- 265 Tolworth - New Malden - Putney
- 281 Tolworth - Kingston - Hounslow
- 285 Kingston - Heathrow
- 371 Kingston - Richmond
- 406 Kingston - Epsom
- 411 Kingston - West Molesey
- 418 Kingston - Epsom
- 458 Kingston - Esher - Staines
- 459 Kingston - Woking
- 465 Kingston - Leatherhead - Dorking
- 481 Kingston - Isleworth
- 513 Kingston - Downside
- 514 Kingston - Hersham
- 515 Kingston - Guildford
- K1 Kingston - New Malden
- K2 Kingston - Berrylands - Hook
- K3 Roehampton Vale - Kingston - Esher
- K4 Kingston - Chessington
- K5 Morden - Kingston - Ham
- X26 Croydon - Kingston - Heathrow

Trains

- Kingston - London Waterloo
(via Wimbledon)
- Kingston - London Waterloo
(via Strawberry Hill)
- Kingston - Shepperton





Richmond Road Centre

Art and design, music and photography courses are based at our Richmond Road Centre. In addition it is also home to the Penny School Gallery and Bighead Music Studios.



Anstee House Centre

Anstee House is an outstanding centre for Kingston College's Fashion, Media and English Language teaching. It boasts state of the art teaching facilities including a fully equipped printed textile studio and industrial knitting machines.



Kingston Hall Road Centre

Kingston Hall Road is the College's main campus and is also the base for Arena Hair and Beauty, Arena Sports and Gym, the Arthur Cotterell Theatre and Studio 101.

Money Matters

When do I have to pay my fees?

- You should pay your fees when you enrol.
- If someone else is paying, for example your employer, please bring a letter from them confirming that they will pay your fees.
- If you are applying for a student loan to cover your fees please ensure this is in place ready for enrolment. Please bring your letter from Student Finance with you.
- We restrict access to our premises. If you do not pay your fees on time we may not allow you to enter the building, for example, to attend lessons or use the Learning Resources Centre.
- Fees are invoiced per year. If you are doing a two year course you will be invoiced for the second year when you start it.

How can I pay?

- In person at the Cash Office – cash, debit or cheque payable to Kingston College.
- By telephone on 020 8268 2898.
- Online at epay.kingston-college.ac.uk/open/.

What will I have to pay?

- Tuition fees: a direct contribution towards the cost of your tuition.
- External validating body fees/exam fees.
- Faculty charges: paid by all students to cover the cost of consumables and materials.

Are there any concessions?

There are no concessions available on HE courses.

Will I pay the Home or Overseas tuition fee rate?

To be eligible for the home student status and pay the lower level tuition fee, certain immigration and/or residency criteria must be met:

- The student must be a national of an EU state, an EEA state, certain British and European Overseas Territories or Switzerland.

And

- The student must have been ordinarily resident in the UK, an EU state, EEA state, certain British and European Overseas Territories or Switzerland for three years immediately preceding the start of the course.

And

- Residency must not be wholly or mainly for the purpose of full time education.

Please note that this is not an exhaustive list of criteria and that nationality alone does not confer entitlement to home fee status.

For overseas tuition fees please see www.kingston-college.ac.uk or contact the International Student Adviser on 020 8268 2925.

What financial help can I get?

The College is not able to help with the cost of HE courses. You should contact your Local Education Authority about applying for a student loan.

Can I pay my fees by instalments?

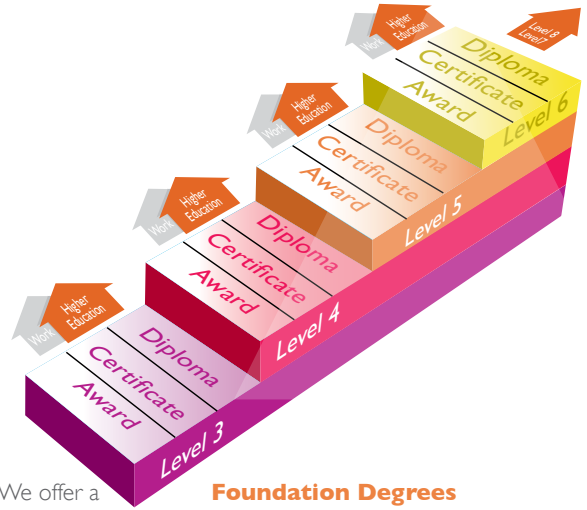
The College expects all students to pay in full at Enrolment. However, there are some payment options available for students if they are unable to pay in full. An additional administration charge is payable. For more information contact the Income Section on 020 8268 2947/3/6 or email payments@kingston-college.ac.uk.

Financial Advice

All UK/EU students on Higher Education (HE) courses commencing in September 2012 apply for financial support through Student Finance England at www.direct.gov.uk/studentfinance, and should contact the customer helpline on 0845 300 5090 for advice and help.

Bursaries may also be available by applying directly to your partner institution. Students leaving care and starting an HE course may be entitled to additional support, and should contact their local authority to apply for this. Students with children or other adult dependants may be able to get additional financial support, including help with the cost of registered childcare. For further information please refer to the Student Finance England website at www.direct.gov.uk/studentfinance.

Guide to Qualifications



About Study Levels

Use the diagram and information on this page to help you decide the level of the qualifications you wish to study.

Level 3

To be on this step you will usually need a minimum of 4 or 5 GCSEs at A*-C or Merit Grades on your Level 2 course.

Level 4

You will have successfully completed your Level 3 course and can choose to study a Higher National Certificate, Foundation Degree, Degree or other Level 4 course.

Level 5

You will have completed your HNC or the first year of your HND, Foundation Degree or Degree to start on this level.

Level 6

You will have successfully completed your HND, Foundation Degree or the second year of your Degree to start a course at this level.

Access

Access courses are entry routes into higher education (HE) especially designed for mature students (aged 19+) who left school without the necessary qualifications, such as A Levels. These courses are a nationally recognised Level 3 qualification validated by the awarding body OCNLR (The Open College Network London Region). They are designed to help people develop academic skills, confidence and knowledge before

applying to university. We offer a number of Access courses in a range of different subjects which are more specific in terms of the skills you will acquire. Access courses are normally one year full time, but some may be available by part time study.

Foundation Year

Foundation Years (available in Science or Computing and Mathematics) - one year's full time study preparing students for an additional three years' full time Degree study at Kingston University.

Higher National Certificates (HNCs)

Higher National Diplomas (HNDs)

Higher National Certificates (HNCs) (normally part time courses studied over two years) and Higher National Diplomas (HNDs) (normally full time courses studied over two years) are work-related (vocational) qualifications which focus on 'learning by doing' and can lead into a new career or help you progress in your current position. HNCs and HNDs are designed to help you acquire the knowledge that you require for a particular vocational area and then put that knowledge into practice. They are highly valued by employers both in the UK and overseas. In many cases an HNC can be "topped up" into an HND with additional study, and an HND can be converted into an Honours Degree with additional study at a partner university.

Foundation Degrees

Foundation Degrees are designed and delivered by colleges and universities in partnership with employers to equip people with the relevant knowledge and skills for specific careers and vocational areas. The study methods can be very flexible, normally involving only part time study at college and often involve learning through work and the support of a workplace mentor. They are broadly equivalent to the first two years of an Honours degree. They are stand alone qualifications in their own right but can also be 'converted' to an Honours degree through a relevant 'top-up' course at the partner university which would typically involve 12/18 months of further study.

Honours (BA/BSc) Degrees

Honours (BA/BSc) Degrees, often known as Bachelors, Ordinary or First degrees, normally involve full time study and help you gain all the knowledge that you require in a particular subject and to develop a thorough understanding of that knowledge. They help you develop your analytical, intellectual and writing skills and acquire the all round "graduate skills" which will prove valuable to future employers and your own career prospects. Most graduates move into a job or profession, or go on to a postgraduate course, such as a Masters degree.

Support

Advice and Counselling Services

Welfare and counselling services for students are the responsibility of HE partner institutions. However staff in Welfare Services at Kingston College will try to help and support you during your time at Kingston College and act as a first port of call for all HE students studying here.

We will endeavour to provide a signposting service to relevant contacts and services offered by partner institutions or outside agencies, whichever are most appropriate. We recognise that advice and support services at partner institutions are not always nearby or easy for you to access, and with this in mind we will do our best to help you.

For further information email the Welfare Services Co-ordinator Sally Robertson at sally.robertson@kingston-college.ac.uk or call 020 8268 2781.

College Nurse

The College Nurse is available from Wednesday to Friday from 10:30–3pm term time. You can speak to her about health issues, sexual health, or any medical conditions that might affect you while you're at College. She is also available to support students with medical conditions and to help the student manage their condition while at College.

The College Nurse can be contacted on 020 8268 2968 or e-mail chris.walker@kingston-college.ac.uk

Information, Advice and Guidance Centre

The IAG Centre offers a cross-college Guidance Service which is client-centred impartial and accessible to all.

We are based in the IAG Centre on the ground floor opposite main reception, Kingston Hall Road. If you would like to see a careers advisor you can book an appointment in the Centre or by telephoning 0208 268 2555.

We also act as a referral point to other services both inside and outside College and if you are a Higher Education student linked through another institution further bespoke services are available to you. The IAG Centre will provide details of the services available and how to access these.

Support for Disabled Learners

At Higher Education level the method of funding disability support is the Disabled Student's Allowance (DSA) from your local authority. It is important that you start the process of applying for this as early as possible and when you apply for a student loan you will be directed to the DSA link.

Further information can be obtained from the Direct Gov website at www.direct.gov.uk or by contacting the College Disability and Mental Health Advisory Teacher Sarah Barnard at sarah.barnard@kingston-college.ac.uk or 020 8268 2844.

How to Apply

Applications may be made online by visiting www.kingston-college.ac.uk or alternatively a copy of the application form is available by telephoning 020 8546 2151.

Key to Courses

Course Name

2 Years Level: 4

The duration of the course (in this example 2 years) and the level of study (see page 9 for more information on study levels).

Qualification Credit Value: One credit represents ten notional hours of learning, showing how much time the average learner would take to complete the unit or qualification. www.ofqual.gov.uk/qualification-and-assessment-framework.

Awarding Body: The body that awards the qualification.

Entry Requirements: Details of the qualifications/experience you would need to be accepted on this course.

Content: The main topics and areas studied on the course.

Progression: Courses a student could study or employment opportunities on completion of this course.

UCAS Code: Information necessary to apply for the course via the UCAS website.

Campus:

Courses will be taught at one of three campuses: Kingston Hall Road Centre, Richmond Road Centre or Anstee House Centre. See page 6 for more information.



Access

Access to Higher Education Diploma - Media Studies

Part Time (13 hours of study per week over two days)

1 Year Level: 3

Awarding Body: OCNLR

Entry Requirements: Interview, diagnostic exercises and satisfactory reference. International students: School Leaving Certificate grade C or above or other comparable qualification. IELTS 5.0 or equivalent English Language Certificate.

Content: The course is modular and therefore flexible enough to fit around your work and/or family commitments. Day time study is spread over two days and is approximately 13 hours of study per week.

The media route of the course will be a mixture of academic and practical options. Students will work on a range of photoshop projects and video production pieces.

Progression: Students can progress directly onto our own Foundation Degree in Media Skills or progress onto a wide range of university courses in moving image, journalism, advertising and PR.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Anstee House Centre

Access to Higher Education Diploma - Modular

Part Time (3 days per week)

1 Year Level: 3

Qualification Credit Value: 60

Awarding Body: OCNLR

Entry Requirements: Entry is via interview and diagnostic screening.

Content: This course is for adults (19+) who have been out of full time education for some time and are aiming to join university courses in a variety of disciplines. The course combines Study Skills, English, Information Technology, Communication Skills and Mathematics with relevant subject pathways. Successful completion leads to the award of an Access Certificate recognised by all British universities.

Progression: Students progress to a wide range of university courses, for example Psychology, Business and Management, Social Sciences, History, Law, English, Education and many more.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Access to Higher Education Diploma - Nursing

Part Time 1 Year Level: 3

Awarding Body: OCNLR

Entry Requirements: There are no formal entry requirements but you are required to attend a group interview. This is followed by a screening test, which assesses literacy and numeracy. A satisfactory reference is also required. A minimum of one year's experience of full or part time employment since leaving full time education is required.

Content: The core subject for Nursing is Study Skills, which includes English, Mathematics and Information Technology. Tutorial support is also embedded into the programme. In addition, you will study subjects relevant to this pathway, including health sciences.

Progression: Students who successfully achieve the Access Diploma are then eligible to apply for a Degree in Nursing or other Degree courses related to health.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Access to Higher Education Diploma - Science

Part Time (16 hours per week)

1 Year Level: 3

Awarding Body: OCNLR

Entry Requirements: Background in Science and a good level of English is required. In addition satisfactory reference and successful interview. This intensive course requires a mature approach and high level of commitment.

Content: Biology: Introduction to major themes e.g. cells, biochemistry, energy, nutrition, homeostasis, transport, inheritance and lab skills.

Chemistry: Introduction to matter (atoms, ions and molecules), organic chemistry, equilibrium and enthalpy, analysing reaction rates.

Physics: Application of health physics, medical imaging, electricity and nuclear physics, Mathematics, ICT and study skills.

Progression: Possible Degrees include Biology, Chemistry, Dietetics, Nutrition, Pharmaceutical Science, Forensic Science, Biomedical, Biochemistry, Geology, Radiography, Physiotherapy and Physics.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Access To Higher Education Diploma - Social Work

Part Time 1 Year Level: 3

Awarding Body: OCNLR

Entry Requirements: There are no formal entry requirements but you are required to attend a group interview. This is followed by a screening test, which assesses literacy and numeracy. A satisfactory reference is also required. A minimum of one year's experience of full or part time employment since leaving full time education is required.

Content: The core subject for social work is Study Skills, which includes English, Mathematics and Information Technology. Tutorial support is also embedded into the programme. In addition, you will study subjects relevant to this pathway, including social work theory and practice.

Progression: Students who successfully achieve the Access Diploma are then eligible to apply for a Degree in Social Work or other Degree courses related to Social Care.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Art and Design

BA (Hons) Digital Arts, validated by the University of West London

3 Years **Level: 6**

Awarding Body: Validated by the University of West London

Entry Requirements: Points accepted: 160 UCAS points. Minimum points required from A Level, Extended Diploma or equivalent. Portfolio of work, satisfactory reference and successful interview.

Content: Level 1: Web design, 3D modelling/animation, digital art processes, pixel based imaging, multimedia scripting/authoring, video production, visual studies, digital culture.

Level 2: Interactive gameplay design, experimental 3D, 3D character animation, network aesthetics, virtual space, digital narrative.

Level 3: Design for simulation, computer graphics/animation, SFX, multimedia applications.

Progression: Progression onto careers in web design, motion graphics, animation, architectural visualisation, games design and the creative industries in general or move into a related postgraduate course.

UCAS code: Institution code name: UWL
Institution code: W05, Course code: W280, Campus code: K

To Apply: Applications made through UCAS at www.ucas.com. Application deadline date: 15th January 2012

Campus: Richmond Road Centre

Foundation Degree (FdA) in Art and Design, validated by Kingston University

2 Years **Level: 5**

Awarding Body: Kingston University

Entry Requirements: Foundation Diploma, A Level or Level 3 Diploma in an Art and Design subject. Alternative qualifications or experience will also be considered. Applications from International Students with equivalent qualifications and IELTS 6 are welcome. Portfolio of work and satisfactory reference required.

Content: This course focuses on 'making as thinking', with studio work at its centre. Over two years you will refine your own art and design work, forming a basis for confident and self-directed practice. Delivered through a series of modules, which include 2 and 3 dimensional workshops, studio projects and lectures of varying complexity with both individual and group work.

Progression: Upon successful completion of the course you may progress to BA(Hons) Fine Art, Product and Furniture Design or Graphic Design at Kingston University or other routes through UCAS, or employment.

UCAS code: WW1F

To Apply: Applications made through UCAS at www.ucas.com. Application deadline date: 15th January 2012.

Campus: Richmond Road Centre



Business

Foundation Degree (FdA) in Business and Law Administration, validated by Kingston University

Part Time (one evening per week plus one Saturday per month)

2 Years **Level: 5**

Awarding Body: Validated by Kingston University

Entry Requirements: A minimum of two years' work experience in the general area of administration, and currently employed in administration. An employer's reference.

Content: Year 1 - Personal Development, Learning From Experience, Organisational Behaviour, Business Environment, Financial Management I, Legal Environment I, Accreditation of Prior Learning.

Year 2 - Information Management, Operations and Project Management, Innovation and Entrepreneurship, Legal Environment II, Financial Management II, Human Resources II, Research Methods and Work Based Project.

Progression: The successful Foundation Degree graduate can achieve a full Honours Degree from Kingston University – BA (Hons) in Business Management Practice – with a maximum of 18 months' additional study.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Foundation Degree (FdA) in Business and Professional Administration, validated by Kingston University

Part Time (one evening per week and one Saturday per month, term time only)

2 Years **Level: 5**

Awarding Body: Kingston University

Entry Requirements: A minimum of two years' work experience in the general area of professional administration, and currently employed in the area of professional administration. An employer's reference.

Content: Year 1 - Personal Development, Learning from Experience, Organisational Behaviour, Business Environment, Financial Management I, Marketing I, Accreditation of Prior Experiential Learning.

Year 2 - Information Management, Operations and Project Management, Innovation and Entrepreneurship, Marketing II, Financial Management II, Human Resources II, Research Methods and Work Based Project

Progression: The successful Foundation Degree graduate can achieve a full Honours Degree from Kingston University - BA (Hons) in Business Management Practice - with a maximum of 18 months additional study.

To Apply: Please do not apply using Kingston College's application form. The application form should be downloaded from the Document Downloads box on the course page of our website www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Higher National Diploma (HND) in Business and Finance, validated by Kingston University

Full Time 2 Years **Level: 5**

Awarding Body: Kingston University

Entry Requirements: 80 UCAS points, including one full A2 or equivalent. GCSE Maths and English Language grade C.

Content: Year 1: 8 Modules (Business Accounting, Business Environment, Business Information Systems, Marketing, Quantitative Methods, Managing Yourself and Others, English for Academic Purposes, Study Skills).

Year 2: Four core modules, four optional modules.

Progression: Students can transfer to BA(Hons) Business Management on successful completion of Year I or at the end of Year 2.

Progression into employment.

UCAS code: 422NK

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

BA (Hons) Business Management, validated by Kingston University

Full Time 3 Years Level: 6

Awarding Body: Kingston University

Entry Requirements: 160 UCAS points including two full A2 or equivalents. GCSE Mathematics and English Language at grade C.

Content: Year 1: 8 Modules (Business Accounting, Business Environment, Business Information Systems, Marketing, Quantitative Methods, Managing Yourself and Others, English for Academic Purposes or Law for Business).

Year 2: Four core modules plus four optional modules.

Year 3: One core module and optional modules which can be chosen from an extensive menu.

Progression: Progression to Masters or into employment.

UCAS code: N221K

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre





Birkbeck
UNIVERSITY OF LONDON

Birkbeck is a world-class research and teaching institution, a vibrant centre of academic excellence, and London’s only specialist provider of part time, evening higher education. Our flexible approach attracts many non-traditional students, as we offer them the opportunity to fit university studies around their busy lives.

Many of the 12,000 students who enrol on Birkbeck’s certificates and short courses study at one of our local partner venues across Greater London, including Kingston College. At Kingston College we teach our Certificate of Higher Education in Life Sciences for Subjects Allied to Medicine. This intensive programme aims to equip students with the skills needed to progress to degree study in the life sciences and all subjects allied to medicine.

As a Birkbeck student at Kingston College you are able to gain a University of London qualification that will enhance your knowledge and add to your CV. The intensive one-year programme will prepare you for science or health-related degrees, such as physiotherapy, pharmacy, biochemistry, nutrition and nursing. Alongside this you can benefit from study skills support and a guaranteed interview for Birkbeck’s science degrees on completion.

For details on how to apply please see the course listings section of this guide. www.bbk.ac.uk



Childcare

Care

Foundation Degree (FdA) in Early Years, validated by Kingston University

Part Time (one evening a week at College.)

3 Years **Level: 5**

Qualification Credit Value: 240 credits

Awarding Body: Kingston University

Entry Requirements: The Foundation Degree is for students with a Level 3 qualification in Childcare and Education e.g. NNEB, DNN, DCE, NVQ Level 3, CCP or DPP. You will need at least three years' work experience and currently be employed or doing voluntary work for no less than 16 hours a week in a childcare setting.

We actively support students with additional learning needs, eg dyslexia.

Content: Year 1: Personal and Professional Development, Child Development, Assessment and Assessment Systems, Inclusive Education and Special Educational Needs, Multi-professional Perspectives, Safeguarding, Information to Support Decision Making, Action Research.

Year 2: Child Development 2, ICT, Action Research Proposal, Develop own resources, Work Based Learning, Working with Parents, Action Research.

Progression: Progression to Level 6 BA(Hons) Graduate Teacher Programme/Early Years Professional Status.

UCAS code: X110

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

Foundation Degree (FdA) in Children's Special Educational Needs (SEN), validated by Kingston University

Full Time 2 Years **Level: 5**

Qualification Credit Value: 240 credits

Awarding Body: Kingston University

Entry Requirements: This Foundation Degree is for students with a Level 3 qualification in childcare (or equivalent) with at least three years' experience of working with children with special education needs. Applicants need to be currently employed or doing voluntary work in this field for no less than 16 hours a week.

We actively support students with additional learning needs, eg dyslexia.

Content: Year 1, Level 4: Personal and Professional Learning and Practice, The Developing Child 1, Assessment of Children, Inclusive Education, Multi-Professional Working, Safeguarding, Information to Support Decision Making, Personal and Professional Development Review.

Year 2, Level 5: Action Research, the Developing Child 2, ICT, Resources to Support Change, Planning for Learning, Working with Parents.

Progression: BA (Hons) Graduate Teacher Programme/Early Years Professional Status.

UCAS code: X360

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

Foundation Degree (FdA) in Early Years Management and Leadership, validated by Kingston University

Part Time 2 Years **Level: 5**

Qualification Credit Value: 240 credits

Awarding Body: Kingston University

Entry Requirements: Applicants must hold a Level 3 qualification in childcare or equivalent. You will need at least three years' experience and currently be employed in a managerial capacity in an Early Years setting for no less than 16 hours a week.

We actively support students with additional learning needs, eg dyslexia.

Content: Year 1, Level 4: Personal and Professional Development, Child Development, Management and Leadership Skills, Safeguarding, Inter-professional Working, EYFS, Information to Support Learning, Personal and Professional Development.

Year 2, Level 5: Child Development 2, Management and Leadership, Strategies for Improvement, Action Research Proposal, Inclusive Education, Management and Leadership.

Progression: BA (Hons) Graduate Teacher Programme/Early Years Professional Status.

UCAS code: XN12

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

Computing and Information Technology (IT)

Foundation Degree: IT for E-Business, validated and offered in conjunction with Kingston University

Part Time 2 Years **Level: 5**

Awarding Body: Kingston University

Entry Requirements: Five GCSEs and two A Levels or equivalent e.g. Level 3 Diploma.

Content: The programme provides valuable IT skills with a strong business focus. You will have the opportunity to gain a professional qualification (CISCO Certified Network Associate) as part of the course.

Year 1: Modules include Programming, Networking, Web Development, Systems Analysis and Design.

Year 2: Modules include Data Server Technology, CISCO and Project Management.

Progression: Upon successful completion of the course you will have the opportunity to top-up to a BSc (Hons) Degree in either Computer Science or Information Systems at Kingston University.

UCAS code: G500, Campus Code K.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

Higher National Diploma in Computing, top-up from Higher National Certificate

Part Time (two evenings per week)

1 Year **Level: 5**

Awarding Body: Edexcel

Entry Requirements: Applicants must have achieved the Higher National Certificate in Computing.

Content: The course covers the basic theories and applications of computing and focuses on specialist topics in computing. An indication of the modules studied are Networking, Multimedia, eBusiness Project and Project Management.

Progression: Once you have completed the HND you can study a computing degree at university. Alternatively, you can work at technician level within specialist computing companies or general organisations.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Higher National Diploma in Computing, validated and offered in conjunction with Kingston University

Full Time 2 Years **Level: 5**

Awarding Body: Kingston University

Entry Requirements: Two A Levels or BTEC Level 3 Diploma (computing or analytical subject preferred) plus five GCSEs at grades A-C including English Language and Mathematics (or equivalent functional skill).

Content: The course covers the basic theories and applications of computing. Year one provides a good understanding of computer hardware and software systems, along with the everyday skills needed for working on computer-based projects. Year two focuses on specialist topics e.g. CISCO, software engineering techniques, object-oriented techniques (JAVA).

Progression: Join the second year of a relevant BSc (Hons) computing degree at Kingston University. Alternatively, you could go straight into work within specialist computing companies or general organisations.

UCAS code: 004G

To Apply: For further information please contact the Admissions Co-ordinator for Computing, Information Systems and Mathematics at Kingston University on 020 8417 2234 or visit their website www.kingston.ac.uk

Campus: Kingston Hall Road Centre

Extended Degree in Computing and Mathematics, validated and offered in conjunction with Kingston University

Full Time | Year *Foundation Year*
Awarding Body: Kingston University

Entry Requirements: Two A Levels plus five GCSEs grade C or above to include English Language, Maths and Science.

Content: 1st Semester: All students study Fundamentals of Mathematical Applications and Introductory Mathematics.

2nd Semester: Students choose five subjects drawn from Intermediate Mathematics, Mathematics B, Operational Research and Operating Systems, Software Engineering, Economics or Finance in consultation with their tutor.

Progression: Successful students will continue their studies on appropriate BSc Honours Degree courses at Kingston University.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre



Kingston University London

Kingston University has established itself as one of the fastest-growing new universities and is investing millions of pounds in the revitalisation of its four campuses to provide students with a modern, well-equipped environment and cutting-edge learning resources.

Located close to the University's Penrhyn Road and Knights Park campuses, Kingston College is a long-standing partner of Kingston University and runs a number of different higher education courses validated by the University.

Kingston University courses offered at one of Kingston College's teaching centres include:

- Engineering Higher National Diploma
- Extended Degree in Technology Foundation Year
- Computing Higher National Diploma
- Extended Degree in Computing and Mathematics Foundation Year
- Extended Degree in Science Foundation Year
- Children's Special Educational Needs Foundation Degree
- Early Years Foundation Degree
- Early Years: Management and Leadership Foundation Degree
- Business and Finance Higher National Diploma
- Business and Professional Administration Foundation Degree
- Business and Law Administration Foundation Degree
- BA (Hons) in Business Management
- Art and Design Foundation Degree
- BSc (Hons) Sports Science Degree
- IT for E-Business Foundation Degree
- Media Skills Foundation Degree

For details on how to apply please see the course listings section of this guide.

www.kingston.ac.uk

Counselling

Foundation Degree (FdA) / BA (Hons) in Integrative- Relational Counselling, validated by Middlesex University

Part Time (one day a week)

3 Years **Level: 5 / Level: 6**

Awarding Body: Validated by Middlesex University.

Entry Requirements: A good standard of general education is required. Applicants should have successfully completed a recognised Level 2 Certificate and/ or a Level 3 Certificate in Counselling Skills prior to applying for the Degree. Experience of working with people in a helping capacity is desirable.

Content: Main components: personal development, theoretical input, counselling skills training, theory into practice, supervision of counselling case work. A work placement is an integral part of the course.

It is a requirement that candidates should have experience in therapy for a minimum of 70 hours with an approved therapist during years 2 and 3 of their study. A minimum of 80% attendance is required.

Progression: Successful students might consider postgraduate studies to MA level or in a specialist area of counselling. A qualification in counselling can be applied to a wide variety of situations.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: St James's Road Centre

Education and Training



Diploma to Teach in the Lifelong Learning Sector (PGCE/DTLLS)

Part Time 2 Years Level: 7

Awarding Body: University of Greenwich

Entry Requirements: A subject qualification at Level 4 or above (e.g. First Degree, HND) or a professional qualification at Level 3 or above with at least 3-5 years full time appropriate work experience in the field in which you wish to teach. A good level of competence in written English is also required in accordance with the national guidelines on literacy levels in Initial Teacher Training.

Content: Students will study on a two year part-time basis at Kingston College, gaining a lifelong learning teaching qualification on successful completion.

There are no formal examinations. Students will need to complete a minimum of 150 hours of teaching practice over the two year course.

This qualification is not suitable for those wishing to teach in primary or secondary education.

Progression: A teaching degree and/or employment.

To Apply: Please do not apply using Kingston College's application form. The application form for this course can be downloaded from the Document Downloads box on the course page of our website.

Campus: St James's Road Centre



Based in North London, Middlesex University recruits widely across the world and works in partnership to deliver outstanding higher education in many countries.

The School of Health and Social Sciences has a wide-ranging academic portfolio of educational courses with a well-established and long standing reputation in Natural Sciences, Psychology and Social Sciences. Teaching and research training are underpinned by a lively research culture which involves both staff and students. We offer various approaches to study to suit you and your commitments.

Kingston College offers a FdA/BA (Hons) in Integrative-Relational Counselling validated by Middlesex University. This three year part time course allows students to progress to further post graduate studies, to MA degree level or a specialist area of counselling. As this is a BACP accredited programme students can also qualify as a professional counsellor on successful completion of the award.

For details on how to apply please see the course listings section of this guide. www.mdx.ac.uk



Engineering (Aeronautical, Electrical and General)

Higher National Certificate in Engineering - Electrical and Electronic Engineering

Part Time (one day a week)

2 Years **Level: 4**

Awarding Body: Edexcel

Entry Requirements: Level 3 Diploma in Engineering with three Merit grades including Mathematics or two A Levels at grade D including Mathematics. Relevant background/training/work experience. Successful interview.

Content: Year 1 Core Units: Business management techniques, engineering science, analytical methods, digital/analogue devices and circuits.

Year 1 Options: Mechatronic systems principles.

Year 2 Core Units: Project, engineering design, electrical and electronic principles, project management.

Year 2 Options: PLCs, utilisation of electrical energy.

Progression: One year part time Higher National Diploma conversion course in Electronic/Electrical Engineering.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Higher National Certificate in Engineering - Mechanical Engineering

Part Time (one day a week)

2 Years **Level: 4**

Awarding Body: Edexcel

Entry Requirements: Level 3 Diploma in Engineering with three Merit grades including Mathematics and two A Levels (minimum grade D) including Mathematics. Relevant background/training/work experience. Successful interview.

Content: Year 1: Engineering Science, Analytical Methods, Materials and Engineering.

Year 1 Options: Computer Aided Machining.

Year 2: Project, Engineering Design, Mechanical Principles, Project Management, Design for Manufacture.

Progression: One year part time Higher National Diploma conversion course in Mechanical Engineering.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Higher National Diploma in Engineering (Conversion)

Part Time (one day a week)

1 Year **Level: 5**

Entry Requirements: BTEC HNC Engineering with two Merit grades including Mathematics. Relevant background/training/work experience. Successful interview.

Content: Utilisation of Electrical Energy, Further Analytical Methods, Managing Individuals and Teams, Electronics 2, Health and Safety and Digital Communications and Networks.

Progression: Second or third year of an Honours Degree programme, depending on the match of the BTEC Higher National units to the degree programme in question.

To Apply: Apply direct to Kingston College at www.kingston-college.ac.uk.

Campus: Kingston Hall Road Centre



Higher National Diploma in Engineering in conjunction with Kingston University

Full Time 2 Years Level: 5

Awarding Body: Kingston University

Entry Requirements: 60 UCAS points, one A Level in Mathematics or a suitable science-based subject, Level 3 Diploma in Engineering plus five GCSEs at grade C or above to include English Language and Mathematics.

Content: Year 1: Technology mathematics, engineering science, engineering computing, structural mechanics and dynamics, materials engineering, professional practice, engineering design fundamentals, balancing studies and experimental methods.

Year 2: Engineering design, mechanical science, technology mathematics, industrial studies, project management and balancing studies, investigatory studies.

Progression: On successful completion of the qualification, students can progress to the third year of the non-honours route of the relevant BEng Degree programme at Kingston University.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

Extended Degree in Technology, validated and offered in conjunction with Kingston University

Full Time 1 Year Foundation Year

Awarding Body: Kingston University

Entry Requirements: Five GCSEs to include Mathematics and any two A Levels or equivalent. For mature students alternative qualifications or experience will be considered.

Content: The course consists of eight modules including Engineering Mechanics, Engineering Science, Mathematics, Laboratory Techniques and Computer Applications, Business and Communications.

This foundation course is for entry into Mechanical, Aerospace or Civil Engineering Degrees at Kingston University.

75% of the course is spent studying at Kingston University, 25% at Kingston College.

Progression: Mechanical, Aerospace and Civil Engineering Degree courses offered at Kingston University.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre





UNIVERSITY
of
GREENWICH

The University of Greenwich is home to a thriving community of over 28,000 students of all ages and continues to be number one in the London region in the latest independent Student Satisfaction league tables*.

The university has three campuses, each with modern teaching and learning facilities, including libraries, computers and laboratories, in beautiful historic buildings. Wherever you study, you will find dedicated teaching staff and support services to help you achieve your goals.

Why study with us?

- We work hard to ensure that course content matches the needs of employers, whether our students are starting or building a career.
- Our students have won awards from many prestigious organisations and awarding bodies.
- We offer excellent modern facilities and continued investment: we continue in our rolling substantial investment in all of our campuses with the latest multi-million pound new development in Greenwich town centre.
- At the University of Greenwich we set high standards for teaching quality, and we are proud that we continually receive excellent results from the National Student Survey.
- We have an active students' union that organises various social groups and events throughout the year.
- Our research is focused on making contributions to solving real-world problems and as a research-informed institution with world class award winning academic staff, our students benefit from the experience of academic staff carrying out leading edge research, and consultancy with business.
- We offer a flexible approach to learning: many of our students balance the demands of education and family commitments by studying part-time.

* www.thecompleteuniversityguide.co.uk/league-tables/rankings?o=Satisfaction&r=London

Fashion

Foundation Degree (FdA) in Fashion and Textiles, validated by the University of West London

Full Time 2 Years Level: 5

Qualification Credit Value: 240

Awarding Body: University of West London

Entry Requirements: GCE A/VCE: 160 points, BTEC National Diploma: Pass profile in a fashion/textiles related subject, Foundation Diploma in Art and Design. Portfolio of suitable art, design, fashion and textile work.

Content: The FdA in Fashion and Textiles intends to encourage the development of innovative and challenging designers with the practical ability to interpret creative ideas. Throughout the course students will experience a wide range of fashion and textile-related disciplines, undertake live projects, and develop skills in design, garment construction, knit, print and experimental textile techniques.

Progression: Progression to graduate study (Level 6 Top-Up at UWL), design, and design management, employment in fashion, textiles, knitwear and print, buying, merchandising and creative pattern cutting.

UCAS code: W230, *Institution Code:* T40, *Campus Code:* K

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Anstee House Centre



Media

Foundation Degree (FdA) in Media Skills, validated by Kingston University

Full Time 2 Years Level: 5

Awarding Body: Validated by Kingston University

Entry Requirements: Progression from: Level 3 Diploma, Access or A Level Media courses. Minimum UCAS points: 100. Those looking to retrain and International Students with equivalent qualifications and IELTS 6 are welcome.

Content: The FdA is a vocational course, designed to prepare you for the rapidly changing media industries. The course offers a whole range of media production skills relating to pre-production, production and post-production, as well as film studies, directing for moving image, image manipulation, motion graphics, multi-camera shooting/TV studio production and understanding the media industry.

Progression: Students will be eligible for progression to a Level 6 one year BA (Hons) top-up pathway provided by Kingston University, or other HE institutions that offer top-up degrees.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Anstee House Centre



Performing Arts and Dance

BA (Hons) Drama: Acting For Stage and Media, validated by the University of West London

Full Time 3 Years **Level: 6**

Awarding Body: University of West London

Entry Requirements: 200 UCAS points (A Levels/IB; Merit profile on BTEC Level 3 Extended Diploma in relevant area) plus successful audition and satisfactory reference. International Entry requirements: as above or comparable qualification. For overseas based candidates, an audition submitted on DVD through a live audition is preferable. IELTS 6.0 or equivalent English Language Certificate.

Content: The course focuses on developing the acting skills and knowledge a modern actor needs to work on stage and screen, with a strong emphasis on professional training. Through full-scale productions and modules which develop specific performance skills (e.g. Physical Theatre, Musical Theatre, Screen Acting) the course concentrates on preparing you for work in the industry.

Progression: Work in the performing arts and media industries or higher degree courses (e.g. MA).

UCAS code: Institution Code: W05, Course Code WW42, Campus Code: K

To Apply: Applications made through UCAS at www.ucas.com. For further information email laura.mccormack@kingston-college.ac.uk or john.davey@kingston-college.ac.uk.

Campus: Kingston Hall Road Centre

Preparing for Your Audition

Part Time (one evening a week for ten weeks) **Level: 3**

Entry Requirements: Some acting experience, probably at the equivalent of Level 3 (A Level, BTEC National Diploma, BTEC Level 3 Extended Diploma). Desire to improve as an actor with a real focus on demonstrating this through specific audition pieces.

Content: The course is for those intending to audition for Accredited Drama Schools (RADA, LAMDA, Central etc.), university drama/acting courses or those preparing auditions for other purposes and wishing to improve their approach and the range and quality of their audition pieces. Individual advice and coaching will be given.

Progression: For those preparing auditions for drama schools/universities with anticipated progression to the institutions of their choice.

Campus: Kingston Hall Road Centre



At the University of West London, we want to provide a university education that expands your skills, realises your potential and increases your employment opportunities. We would also like you to have a great time along the way.

We are committed to offering you excellent employment prospects with a relevant up-to-date education. All our courses are designed to improve your prospects on whichever career path you may choose. Many courses are professionally related, providing an entry point into specific employment sectors. A very high proportion of our students achieve graduate level jobs.

The Ealing School of Art, Design and Media validate three degree courses at Kingston College:

BA (Hons) Drama: Acting for Stage and Media
BA (Hons) Digital Arts
Foundation Degree (FdA) in Fashion and Textiles

The long-standing partnership between the two institutions enables students to benefit from a university degree while continuing studies in their familiar environment of a Further Education college. The two institutions are mutually supported through a wide range of common curriculum areas and associated events. Kingston College is one of a number of Key Partner FE colleges with whom progression activities in the creative arts is a particular focus.

For details on how to apply, please see the course listings section of this guide.



Science



Sport

Life Sciences for Subjects Allied to Medicine - Certificate of Higher Education, validated by Birkbeck, University of London

Part Time (one or two evenings per week) 1 or 2 Year(s) Level: 3
Awarding Body: Birkbeck, University of London

Entry Requirements: No formal requirements but this intensive course requires a high level of commitment. Applicants may be set pre-tests.

Content: Biology: Introduction to major themes of biology: cells, classification, biochemistry, biotechnology.

Chemistry: Introduction to the various branches of chemistry with the emphasis on general and physical chemistry.

All necessary mathematics is delivered within the course.

Study Skills and Personal Development and Planning modules are delivered on occasional Saturdays.

Progression: Possible Degrees include Biochemistry, Botany, Environmental Science, Geology, Herbal Medicine, Marine Biology, Nutrition, Pharmacy, Physiotherapy, Speech Therapy and Teaching.

To Apply: Contact Birkbeck College on 020 7631 6623 or www.bbk.ac.uk/ce2009/science or email science@fll.bbk.ac.uk

Campus: Kingston Hall Road Centre

Extended Degree in Science, validated and offered in conjunction with Kingston University

Full Time 1 Year Foundation Year
Awarding Body: Kingston University

Entry Requirements: Two A Levels plus five GCSEs to include English Language, Maths and Science.

Content: In the first term all students follow a programme of lectures, tutorials and laboratory sessions on Fundamentals of Science, stressing the practical skills. This is backed up with work in maths and IT. In terms 2 and 3 you will choose 4 additional modules from Biology A/B, Chemistry A/B, Mathematics for Science, Physics and Electronics. Each module involves 3 exams plus coursework.

Progression: Success on the Science Degree Foundation Year will enable you to study at Kingston University for a science related BSc Honours Degree e.g Pharmacy, Earth and Environmental Science.

To Apply: Applications made through UCAS at www.ucas.com.

Campus: Kingston Hall Road Centre

BSc (Hons) Sports Science Degree, validated by Kingston University

Full Time Level: 6
Awarding Body: Kingston University

Entry Requirements: Single honours: 220-280 UCAS points, Joint honours: 220-280 UCAS points. Five GCSEs at grade A-C to include English Language, Mathematics and Science.

Content: You will study the key disciplines of anatomy, biomechanics, physiology and psychology, along with nutrition, leisure management and the socio-cultural issues of sport and exercise. You will examine theories and practice of performance and exercise testing, and will have the opportunity to develop your own research and leadership skills.

Progression: Employment or further postgraduate study in sports science, coaching science, sports and exercise and sports management.

To Apply: For more details on Kingston University's BSc (Hons) in Sports Science, please visit www.kingston.ac.uk/sportsscience/ or contact the Admissions tutor, School of Life Sciences, on 020 8417 2193/7118.

Campus: Kingston Hall Road Centre

Full Time Prospectus



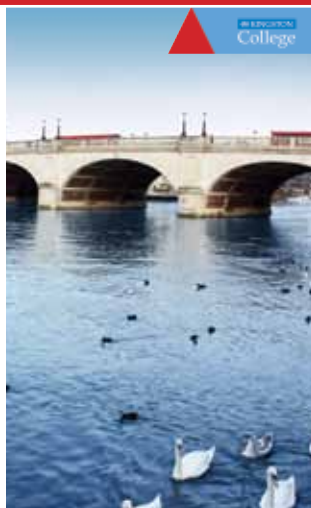
Part Time Prospectus



Apprenticeships



International Prospectus



The Skills Centre is an exciting provision for Learners with Learning Difficulties and/or Disabilities (LLDD). For more information please contact:
020 8547 6729 or
020 8268 2923



Kingston Employer Services



www.kingston-college.ac.uk
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