



Full-time **COURSE GUIDE**

hartlepoolfe.ac.uk

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Hartlepool College
of Further Education



BE THE NEXT 



Welcome to Hartlepool College - a place to learn, a place to enjoy, a place to excel

First of all, thank you for picking up this prospectus and for considering Hartlepool College of Further Education as a place for you to study, learn and grow.

The mission of the College is a simple one: Excellence in Further and Higher Education and we aim to be one of the leading colleges in the Tees Valley, East Durham and beyond for the provision of high quality professional and technical education. The information in this prospectus will give you a clear picture of WHAT we do and HOW we do it, but for me, it's also important to highlight WHY we do what we do.

In essence, we do what we do to ensure that every learner who comes to the College is equipped with the right skills, qualifications, attitude and confidence to exploit the opportunities that will exist upon leaving the College.

In the late 1980s and early 1990s, I studied at an FE college in the Midlands and this transformed my life. I went onto university, the first in my family to do so, and I eventually trained to become a teacher - this was all possible due to education I received at an FE college.

So, whether you want to progress onto university or into the world of work, we want to ensure that the College helps to transform your life.

Thank you for your interest.

Darren Hankey
Principal & Chief Executive
 @HCFEprincipal

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STUDENT SUPPORT, ENRICHMENT & SOCIAL

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The small print & disclaimers

Please note that the contents published in this Directory are correct at the time of going to print. The College reserves the right to make changes to courses, fees and requirements and if necessary for any reason to withdraw courses. Statistics and figures used in this publication are accurate at time of going to press.

All Hartlepool College courses are continually updated to ensure that they remain of the highest quality. For this reason details may change from time to time. Please check with Student Services or on our website for further information.

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The European Social Fund

Hartlepool College of Further Education receives part of its funding from the European Social Fund



Award winning support just for you



We believe that student support is essential to a successful learning experience and our staff at Hartlepool College work to ensure that all students have access to the best possible guidance and support systems.

- **Careers Advice** – our highly qualified staff are on hand to give you the impartial advice to succeed in your career. From CV building to the 'Job Shop' we have a lots to offer
- **Course Information** – our information team can provide you with all the information needed to make an informed decision on the course of your choice
- **Financial support** – we have a range of options to offer financial support, let us tell you all about them
- **Higher Education & FutureMe** – dedicated staff support you every step of the way through your transition to Higher Education. Don't know if it is for you? Let our FutureMe coordinator give you all the facts, figures and advice you need
- **Admissions** – Let us find the right course for you and get you enrolled

**STUDENT
SUPPORT**


futureme


matrix
quality standard for information
advice and guidance services
approved by the matrix Accreditation Body



01429 295000



enquiries@hartlepoolfe.ac.uk



@HCFEAdvisers



www.hartlepoolfe.ac.uk/student-support

Get in Touch

Lets see how we can help you...



In school

Our School IAG adviser, Helen, is regularly in your school - ask your careers adviser to book an appointment



On the phone

Call 01429 295111 and ask to speak to one of our Student Support team



Online

Visit our website, www.hartlepoolfe.ac.uk
Use the 'enquiry' button by your chosen course to find out more



Be Social

Join our social networks and find out about news and events



@hartlepoolfe



Visit us

Come along to our Open Events at our Stockton Street Campus (TS25 7NT)

Team HCFE

Follow the action by following  @TeamHCFE



Hartlepool College has a long history of supporting our students with their sporting success. From introduction to new sports and activities to working with students competing on the world stage we have just what it takes to ensure everyone succeeds no matter what their goal.

The College's #TeamHCFE programme provides a level of specialist support akin to the world of professional athletes.

#TeamHCFE athletes benefit from:

- Specialist sports coaching;
- Individualised strength and conditioning programming;
- Periodic sports science testing and profiling;
- Unlimited access to the College's Luminary Fitness Suite
- Post-training and competition recovery sessions;
- A calendar of guest speakers and visits from industry experts;
- #TeamHCFE kit and equipment;
- A challenging competitive environment.

Contact Ian Clark on iclark@hartlepoolfe.ac.uk and see how you can become part of #TeamHCFE.

The #TeamHCFE programme is open to any full time student, regardless of their curriculum choice, who demonstrates sporting performance of regional level or above. If you think you have what it takes then join the team and start taking advantage of the many benefits we can offer.



Enrich your life

Make friends, have fun and try something new?

Enrichment forms an important part of each student's Programme of Study. All enrolled students are entitled to a wide range of clubs and activities to help develop their inter-personal, social and employability skills, as well as offering fun activities and the opportunity to make new friends.

The Enrich + Programme

The Enrich + Programme offers you the chance to try a range of extra-curricular activities, whether you want to have a hand in shaping how the College operates or gain yourself some new skills.

You can sign up for all sessions in Student Services within your first two weeks. All programmes run subject to demand, and new ones are added often.

These have included *Car Maintenance Workshop led by a qualified Motor Vehicle Instructor, Animation Workshops, Video Games and Book Clubs, Guitar Workshops and a Film Club in the College's 200+ seat large-screen HD Conference Centre.*

Don't See What You're Looking For?

Hartlepool College is very much student led, so if you have an idea for a club or activity please let us know, and if there's enough demand we'll do our best to make it happen! **Email Debbie Caygill at dcaygill@hartlepoolfe.ac.uk**

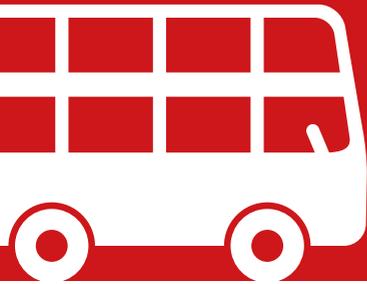
Like Fun? Job Done!

Social activities form an important part of the Hartlepool College experience, and throughout the year the College organises numerous fun events to help national and local charities.

In recent years we've held several fancy-dress fun runs along the promenade to Seaton Carew, a brilliant raft race competition in Hartlepool Marina, and loads of events in the College itself.

These have included giant dance-a-thons (including an epic "Conga through the College"), our own version of the Great British Bake Off, a dress as your hero day and many others.

When we're not being thoroughly ridiculous, students can still socialise in our comfortable "chill zones", with soft furnishings, free wi-fi, and sometimes even table games like pool and futsal, not to mention our Rapport coffee bar and great value food court.



Getting to HCFE

Travelling to Hartlepool College...

Hartlepool College is literally a few minutes walk from the town's train and bus services, offering fast connections to all parts of Hartlepool and its surrounding villages, Billingham, Stockton, Middlesbrough, East Durham, Tyne & Wear and even North Yorkshire.

But did you know that we can also offer a range of help and support with travel, depending on circumstances?

If you...

you may be able to...

to receive...

Live more than
4 MILES away from
Hartlepool College*

Apply for FREE Travel
by completing Funding
Application form available
from Student Support

a termly pass or money
paid into your bank to
buy a weekly pass.

Live more than 2.5 MILES
away from Hartlepool
College and have a
household income of less
than £25000 per year*

Apply for FREE Travel
by completing Funding
Application form available
from Student Support

a termly pass or money
paid into your bank to
buy a weekly pass.

Don't fit either of the above
criteria we can still help

Apply for a
Stagecoach VIP
discount pass

cheaper travel
for under 19s.

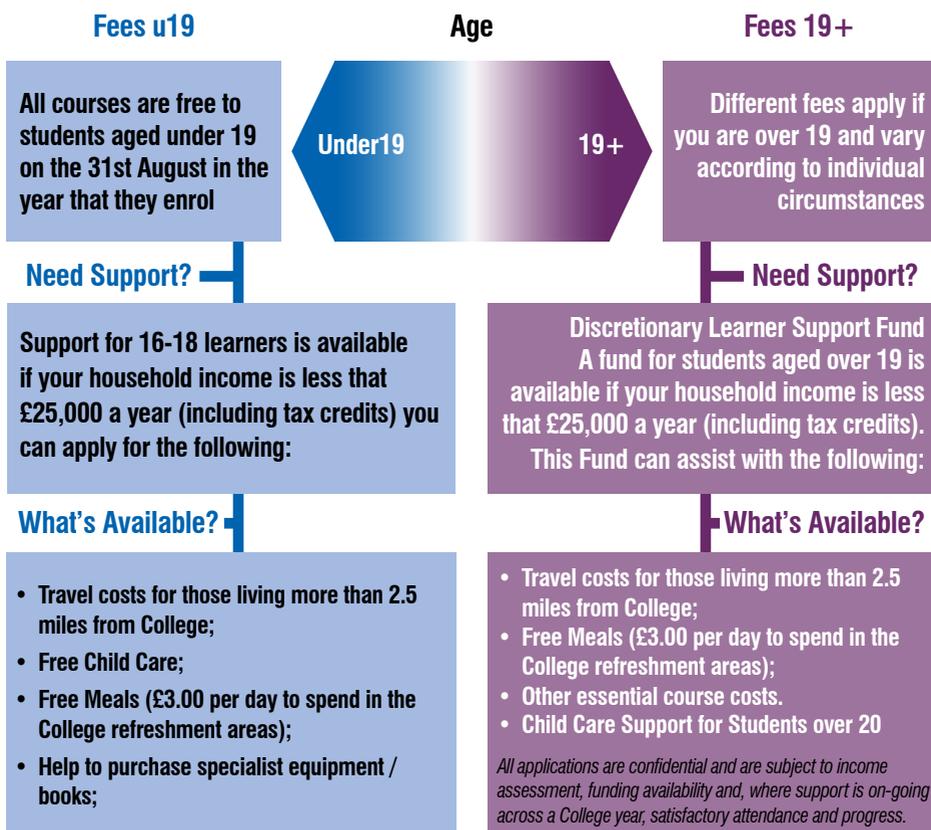
**Students need to be aged between 16 and 18 years old and studying on a part-time or full-time Further Education Programme. Students aged 19 and over or on apprenticeships should contact the Student Support Team for more information.*

Finance and Fees



How we can help...

Of all the concerns and questions that prospective students and their parents have, matters of finance are among the most important and frequently asked. At Hartlepool College we ensure that you have up-to-date, accurate information about all the financial support that is available.



Entry Levels and Criteria

Tell us your predicted grades and we'll show you the first level on the path to your chosen career...

If you have...

you may be able to do...

and them move on to...

No qualifications but
have a real interest in
the subject area

Foundation Studies
Entry Level Course
Entry Level

Level 1 Qualification

Basic qualifications or
low grades at GCSE
Entry Level 3 Qualification

Level 1 Course
Level 1

Level 2 Qualification
Apprenticeship
(Intermediate Level)
Employment

Four GCSEs at
Grades D-E/2-3
Level 1 Qualification

Level 2 Course
Level 2

Level 3 Qualification
Apprenticeship
Employment

Four or Five GCSEs at
Grades C/4 or above
Level 2 Qualification
or equivalent

Level 3 Course
Extended Diploma
Level 3

Level 4 Qualification
Employment
Higher Education
Apprenticeship

Level 3 Qualification
A Levels
Access Qualification

Level 4 Course
Foundation Degree
Degree
Level 4

Level 5 Qualification
Employment
Higher Education
Apprenticeship

How to apply

Becoming a student at Hartlepool College is four simple steps away.



1

Apply Online

Find the course of your choice using our course search tool. Click apply and complete your application form;

Apply in person

Come and visit us at one of our events and complete your application with one of our advisers.

2

Interview

You will be invited in to college for an interview with your prospective tutor. This gives you the opportunity to discuss the course content in depth and get answers to your queries.

3

Keeping in touch

We'll be keeping in touch with you with regular communication via email, text and in writing. We'll also invite you to a series of keeping in touch taster events to help you make the transition to College.

4

Enrol

We start enrolment for full time courses after GCSE Results day. You will be invited to a final interview to assess your grades and enrol you on to the suitable level of your chosen course.

The Data Protection Act 1998

Hartlepool College of Further Education collects information about staff and students for various administrative, academic and health and safety reasons. By completing the online application form you will give your consent to the College to process the personal information contained in it. A copy of the College's data protection policy can be obtained from Student Services.

Engineering

L1 L2 L3 AP HE

Hartlepool College's School of Engineering is its largest, and is dedicated to one principle - Engineers make the world, and we make Engineers. With a long, well-established history in engineering we provide the skills for the regions leading engineering companies.

The College has a range of industry standard technology and equipment able to provide learners with the very best education in engineering, with workshops and laboratories fitted out with a range of brand leading resources designed in partnership with leading engineering companies.

The courses combine practical workshop activity with all the theory required. Many learners also benefit from work experience with top companies, and progress to Higher Education or Advanced Apprenticeships.



Essential Skills

Maths
Determination
Hard Working
Problem Solving

QUALIFICATION

L2 Certificate In Engineering

L3 Diploma In Engineering

ENTRY REQUIREMENTS

5 GCSEs (at Grade D or Grade 3)

5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)

DURATION

1 Year

1/2 Years



Did you know?

Hartlepool College works with over 50 engineering companies to train and develop their staff from Level 3 through to Level 7



#BE THE NEXT ▶▶

Mechanical Engineer
Manufacturing Engineer
Chemical Engineer
Process Engineer
and more



Aerospace Engineering

L1 L2 L3 AP HE

Aviation is one of the world’s major growth sectors, and one of the most responsible areas of engineering. Our programmes offer an innovative approach to the field of aircraft maintenance and development in some stunning surroundings.

One of the first things many visitors to the College see is a Jet Provost trainer mounted in our grounds. This is an indicator of the stunning facilities and opportunities Hartlepool College can offer students in this growing, advanced and responsible sector.

Aerospace is multifaceted and students who choose it will study aircraft principles, maintenance, technology, avionics and supporting science and maths. They also participate in a practical project. The course provides live mechanical, electrical and avionic experience of aircraft systems.

Working in a modern, well-equipped learning environment complete with two complete jet planes, a helicopter and an airliner engine, students participate in practical laboratory, workshop and classroom activities.



Essential Skills

Further Maths
Analytical Skills
Leadership
Scientific Principles

QUALIFICATION

L3 Diploma In Engineering - Aerospace

ENTRY REQUIREMENTS

5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)

DURATION

1/2 Years



Did you know?

Aerospace students get hands on experience with several jet planes and a helicopter as well as theoretical experience with our own wind tunnel and flight simulator



BE THE NEXT ▶▶

Aircraft Maintenance Engineer
Airline Ground Crew
RAF Technician
and more



Automotive Engineering

L1 L2 L3 AP HE

People rely on vehicles for business, for the distribution of goods, for transport and for making our daily lives a lot easier and more pleasurable. Motor vehicles have never been more advanced, intelligent and environmentally sound, and keeping them on the road is a specialised job that requires a high degree of skill and knowledge.

Students have the opportunity to apply for courses from Entry Level to Level 3, and there are also Apprenticeship options for those in employment, delivered on a day release basis. All qualifications are structured around practical skills development on live vehicles, including those kindly donated by Nissan.

Practical lessons are delivered in our large industry-equipped automotive garage within the College's Skills Academy, while theoretical aspects are delivered in comfortable lecture suites and touch-down areas.



Essential Skills

Good Practical Skills
Hard Working
Problem Solving

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
EL3 Diploma In Vehicle Systems & Body & Paint Maintenance	Based on initial interview	1 Year
L1 Diploma In Vehicle Systems Maintenance	Based on initial interview	1 Year
L1 Diploma In Vehicle Maintenance	4 GCSEs	1 Year
L2 Diploma In Vehicle Fitting Principles	Level 1 Diploma in Vehicle Maintenance plus 2 GCSEs (at Grade C or Grade 4)	1 Year
L3 Diploma In Light Vehicle Maintenance & Repair Principles	Level 2 Diploma in Vehicle Maintenance plus 2 GCSEs (at Grade C or Grade 4)	1 Year



Did you know?

From 2017 our automotive students will enhance their skills in our NEW electric vehicle workshop



BE THE NEXT ▶▶

**Mechanic
Vehicle Technician
Fleet Manager**
and more

Fabrication & Welding

L1 L2 L3 AP HE

Fabricators and Welders are involved in manufacturing, maintaining and repair work in a wide range of vital industries, including engineering construction, offshore oil & gas engineering and shipbuilding.

Qualified Fabricators and Welders are in huge demand, not only in the UK but also overseas. Hartlepool College has a specialised centre on Exeter Street backed up by some impressive industry partnerships. Our reputation with employers is second to none, and work experience opportunities are frequent.

Students acquire a variety of skills, such as the selection, layout and positioning of materials to be cut or joined, how to work from drawings and templates, and the use of a variety of welding techniques to fabricate sections or make repairs. They also learn to inspect and test their work using a variety of testing equipment.



Essential Skills

Hand & Eye Coordination
Determination
Hard Working
Methodical Thinking

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Engineering	4 GCSEs	1 Year
L3 Diploma In Engineering (Fab & Weld)	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	1 Year
L2 Diploma In Engineering (Fabrication & Welding)	Level 1 in Engineering plus 2 GCSEs (at Grade C)	1 year
L3 Diploma In Manufacturing (Fabrication & Welding)	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	2 Years



Did you know?

HCFE works with the region's largest employers to train their Fabrication & Welding apprentices



BE THE NEXT ▶▶

Fabricator
Welder
Offshore Worker
and more



Construction: Technical

L1 L2 L3 AP HE

The building and construction industry is massively important not only to the economy; people simply couldn't live without it. The construction trades are areas where skilled people will always be needed to solve the many challenges presented by new buildings and restoration projects.

Career opportunities in the built environment sector can be found in both public and private arenas. Many jobs combine technical, design and planning activities with practical work on building sites.

With British construction techniques and procedures admired and respected around the globe, there are also incredible opportunities to work abroad. Each job will have its own requirements but in general terms you will need to have an interest in buildings and structures, and their uses.



Essential Skills

Maths
Determination
Hard Working
Problem Solving

QUALIFICATION

L3 Certificate In Construction & Built Environment
L3 Diploma In Construction & Built Environment

ENTRY REQUIREMENTS

Level 3 Trade Qualification
4 A*-C (inc. Maths & English at Grades 4-9)

DURATION

1 Year
1/2 Years



Did you know?

Our award winning students have won the CIOB North East Award for three years running



BE THE NEXT ▶▶

Quantity Surveyor
Architect
Civil/Structural Engineer
Building Services Engineer
and more





Plumbing

L1 L2 L3 AP HE

Plumbing, heating and air conditioning are vital aspects of buildings, and Building Services Engineers are responsible for making sure that these key components are in place and working effectively to make a structure fit and comfortable for use.

The College covers four main areas of building services engineering;

Plumbing;
Electro Technical;
Heating and Ventilating;
Refrigeration and Air Conditioning.

These topics, along with a general introduction to the building services engineering sector, form five core areas of study. Students will develop their plumbing skills whilst enhancing their knowledge within a range of industries, which will help prepare for a career as a Plumber, a Heating and Ventilating Engineer or a Refrigeration and Air Conditioning Engineer.

Our Plumbing programmes include a variety of units which are designed to suit learners who may wish to pursue a rewarding career in civil engineering at technician or engineer level.



Essential Skills

Maths
Hard Working
Problem Solving

QUALIFICATION

L1 Diploma In Plumbing Studies
L2 Diploma In Plumbing Studies
L3 Diploma In Plumbing Studies

ENTRY REQUIREMENTS

4 GCSEs
Level 1 in Plumbing Services
Level 2 in Plumbing Services

DURATION

1 Year
1 Year
1 Year



Did you know?

Our learners develop their skills in a state-of-the-art Plumbing and Gas Centre



#BE THE NEXT ▶▶

Plumber
Building Services Engineer
Heating & Ventilation Engineer
and more



Electrical Installation

L1 L2 L3 AP HE

Electrical installation is a very important part of the Construction and Building Services sector. This type of career is held with high regard by the industry. Electrical Technicians require very precise skills and absolute discipline, as well as a great deal of specific technical knowledge. The vital nature of electricity in most aspects of our lives and work keeps qualified electrical installation experts in high demand.

The content on these courses covers all of the requirements that students need to meet industry standards for pursuing a career in the electrical industry. Skills include wiring a range of electrical circuits in a variety of cables and containment, inspection and testing of installed circuits and fault finding techniques.

This programme aims to combine theoretical and practical skills, bringing together the various elements of the subject within an electro technical environment. Students will be exposed to a variety of teaching and learning methods including classroom-based and practical sessions.



Essential Skills

Maths
Practical Skills
Methodical Thinking
Problem Solving

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Electrical Installation	GCSE Maths, English & Science	1 Year
L2 Diploma In Electrical Installation	GCSE Maths, English (at Grades A*-C, Grades 4-9)	1 Year
L3 Diploma In Electrical Installation	Level 2 in Electrical Installation	1 Year



Hartlepool College
of
Further Education

BE THE NEXT ▶▶

Electrician
Electrical Installer
Electrical Safety Technician
and more

Carpentry & Joinery

L1 L2 L3 AP HE

Skilled carpenters and joiners are in demand throughout the construction industry, finding work with construction firms, specialist joinery companies and shop fitters. In some instances it is also possible to find employment in specialist workshops producing furniture, or heritage skills, rather than working on site.

Courses introduce students to the safe working practices used within the construction industry. Tasks will vary depending on where you work, but can include:

- Formwork: building temporary wooden shuttering to support work on large buildings;
- Machining: cutting and shaping doors, skirting boards, sash window frames in a workshop;
- Bench joinery: making and assembling doors, windows, staircases etc. in a workshop;
- First fixing: working on a building site fitting the wooden structures of a structure such as floors, roof trusses;

- Second fixing: working on site installing door frames, skirting boards, doors and other fittings



Essential Skills

Good Hand Skills
Eye For Detail
Commitment

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Carpentry & Joinery

Based on initial interview

1 Year

L2 Diploma In Site Carpentry

Level 1 in Carpentry & Joinery

1 Year

L3 Diploma In Site Carpentry

Level 2 in Carpentry & Joinery

1 Year



Did you know?

HCFE construction students gain valuable work experience that often leads to apprenticeship opportunities



BE THE NEXT ▶▶

**Carpenter
Joiner
Heritage Restorer
and more**



Brickwork

L1 L2 L3 AP HE

Bricklayers work for a wide range of organisations including building contractors and local authorities, but many are self employed and work on a subcontract basis for other companies. Work may be on new build projects, or renovations and repair, including heritage sites.

Bricklayers can be involved in a variety of jobs that require a mix of skills. They need to be able to mix mortar by hand or machine using a mechanical mixer, and work from the corners inwards building up the courses (rows) of bricks. They will shape and trim bricks using hammers, chisels and power tools and check courses are straight using spirit levels, water or plumb lines. The College's courses introduce students to the safe working practices of the construction industry.



Essential Skills

Practical Skills
Determination
Hard Working
Teamwork

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Bricklaying	Based on initial interview	1 Year
L2 Diploma In Bricklaying	Level 1 in Bricklaying	1 Year
L3 Diploma In Bricklaying	Level 2 in Bricklaying	1 Year



Did you know?

The construction industry is calling for more apprentices with a 2.5% annual growth resulting in a demand for 230,000 skilled workers



#BE THE NEXT ▶▶

Bricklayer
Site Supervisor
Heritage Restorer
and more



Painting & Decorating

L1 L2 L3 AP HE

Painters and decorators work for a variety of organisations, including building contractors and local authorities, but a large percentage work for specialist painting and decorating contractors. Some specialise in industrial painting, and self employment is commonplace.

The courses introduce students to the safe working practices used within the construction industry. These include:

DOMESTIC AND LIGHT COMMERCIAL:

- removing old wall paper and/or paint;
- filling holes and cracks before applying new materials;
- measuring surface areas and calculating amount of materials needed;
- preparing surfaces with primer and undercoat;
- mixing paint to correct shades either by hand or using a mixing machine;
- applying paint and hanging wall paper and other decorative materials.

INDUSTRIAL:

- using abrasive blasting methods to remove old coatings and rust;
- applying new surfaces using industrial spray painting equipment.



Essential Skills

Practical Skills
Creativity
Hard Working
Problem Solving

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Painting & Decorating	Based on initial interview	1 Year
L2 Diploma In Painting & Decorating	Level 1 in Painting & Decorating (or GCSEs Grade 4-9)	1 Year
L3 Diploma In Painting & Decorating	Level 2 in Painting & Decorating	1 Year



#BE THE NEXT ▶▶

Painter & Decorator
Heritage Restorer
Interior Designer
and more



Computing & IT

- L1
- L2
- L3
- AP
- HE

Every organisation uses ICT to manage information and computers are often vital to communication, research, marketing and many other aspects of modern business. Opportunities in ICT include jobs where computers are used as a key tool in the office or workplace, as well as programming and database management, maintenance and repair, app design, games design, internet security and computer forensics.

There is a wider range of careers available which suit individuals of all abilities, including Games Designer, Internet Security and Computer Forensics, Data Administrator, Web Designer, Computer Service and Repair Engineer, IT Support Worker, Network Manager, Software Developer, Systems Analyst and Games Developer. As ICT development continues to thrive and new devices continually enter the market, the demand for skills in this area can only continue to grow.

More specific technical jobs require the ability to explain technical computer information to non-ICT specialists and a thorough understanding of operating systems, software and hardware.



Essential Skills

Time Management
Creativity
Hard Working
Problem Solving

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Vocational Studies	Based on initial interview	1 Year
L2 Certificate In Information Technology	4 GCSEs (at Grade D or Grade 3)	1 Year
L3 Diploma In Information Technology	5 GCSEs (at A*-C inc. Maths and English or Grade 4-9)	1 Year



PASSED
Computer Science 101

#BE THE NEXT ▶▶

**Computer Operator
Programmer
App Developer
Online Security Specialist
and more**



Art & Design

L1 L2 L3 AP HE

Everything around us is designed by someone. The magazines we read, the cars we drive, the homes we live in, the clothes we wear - everything has been conceived, designed and developed by a designer.

Creative work is exciting, dynamic and inspiring. It's a remarkable thing to produce your own vision and develop design that enhances lives, communicates messages or provides a service. Hartlepool College's Art & Design School is a dedicated facility aimed at honing the imagination, creative processes and physical skills to meet the visual challenges of the future. Students work in a modern, open plan design studio, with a vibrant atmosphere.

In addition, the School has nurtured numerous industry partnerships, allowing HCFE students unprecedented and unique access behind the scenes of the creative industries. Partnerships include MINI UK, BALTIC, the NHS, Ruroc, Beamish Museum and MIMA.



Essential Skills

Time Management
Creativity
Hard Working
Presentation Skills

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Vocational Studies	Based on initial interview	1 Year
L2 Certificate In Art & Design	4 GCSEs (at Grade D or Grade 3)	1 Year
L3 Diploma In Art & Design	5 GCSEs (at A*-C inc. Maths and English at Grade 5-9)	1 Year



Did you know?

Each year our design show welcomes 100s of visitors to see our students exhibit their work



BE THE NEXT ▶▶

Graphic Designer
Interior Architect
Animator
Product Designer
and more



Business, Admin & Management

L1 L2 L3 AP HE

All businesses require administrative support of some description, and administration careers are vital roles that can vary extensively from business to business. Many students starting out in administration progress into management positions throughout their careers.

The work of an Administrator will vary with the type of company or organisation they work for. Routine duties may include filing and retrieving information and documentation, gathering and communicating information (by telephone, letter, data processing or in person), and recording or updating information manually or by computer. Qualified administrative staff are often promoted to supervisory or team leader positions, and can develop specialist roles with excellent progression options.



Essential Skills

Time Management
Presentation Skills
Hard Working
Customer Service

QUALIFICATION

L2 Diploma In Business
L3 Diploma In Business

ENTRY REQUIREMENTS

4 GCSEs (at Grade D or Grade 3)
5 GCSEs (at A*-C inc. Maths and English at grade 4-9)

DURATION

1 Year
1/2 Years



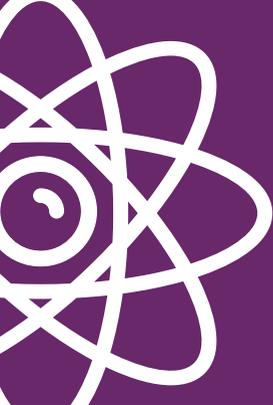
Did you know?

Hundreds of companies employ business administration apprentices with many progressing to higher paid jobs within the organisation



BE THE NEXT ▶▶

Personal Assistant
Chartered Accountant
Data Administrator
Office Manager
and more



Science

L1 L2 L3 AP HE

Hartlepool College is proud of its long standing commitment to science, technology, engineering and mathematics or STEM. Approximately 80% of the College’s curriculum is in the STEM areas! Applied Science is a tried and tested route to university or as a pathway to our quickly growing apprenticeship programme in Life Science or Laboratory Technology.

The College has a range of industry standard technology and equipment able to provide learners with the very best education in engineering, with workshops and laboratories fitted out with a range of brand leading resources designed in partnership with leading engineering companies.

The courses combine practical workshop activity with all the theory required. Many learners also benefit from work experience with top companies, and progress to Higher Education or Advanced Apprenticeships.



Essential Skills

Time Management
Science Principles
Numerical Skills
Analytical Skills

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
GCSE Biology	4 GCSEs (at Grade D or Grade 3)	1 Year
GCSE Chemistry	4 GCSEs (at Grade D or Grade 3)	1 Year
GCSE Physics	4 GCSEs (at Grade D or Grade 3)	1 Year
L2 Certificate in Applied Science	4 GCSEs (at Grade D or Grade 3)	1 Year
L3 Diploma In Applied Science	5 GCSEs (at A*-C inc. Maths and English at Grade 5-9)	1/2 Years



#BE THE NEXT ▶▶

Chemist
Forensic Scientist
Medical Researcher
and more



Health & Care

L1 L2 L3 AP HE

The College offers a variety of programmes in health and social care at a number of different levels. Some topics are general to all, such as health and safety, equality and diversity and communication skills, while others are specific to the areas of health (such as anatomy, well-being and health promotion) or social care (for example care of individuals and working with groups).

Employment opportunities are diverse. In health they can include midwifery, nursing and allied health professions such as sports medicine, while social care can include family support and community-based work.

The Advanced Course at Level 3 can lead to higher education, a pathway to nursing, health related degrees and social work. All Learners studying at Levels 2 and 3 gain valuable work experience.



Essential Skills

Good Communication
Teamwork
Hard Working
Compassionate

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
E3 Diploma In Skills For Employment Training & Personal Development	Based on initial interview	1 Year
L1 Diploma In Skills For Employment Training & Personal Development	Based on initial interview	1 Year
L2 Diploma In Skills For Employment Training & Personal Development	Based on initial interview	1 Year
L2 First Diploma In Health & Social Care	5 GCSEs (at Grade C/D or Grade 3/4)	1 Year
L3 Diploma In Health & Social Care	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	1 Year



Walsby College
Walsby Foundation



BE THE NEXT ▶▶

**Nurse
Carer
Social Worker
and more**

Child Care

L1 L2 L3 AP HE

Child Care specialists work with children from birth to young adulthood. They can work in a variety of settings including local authority nurseries, primary schools, private day nurseries and in the private sector.

The tasks required vary depending on the age group and setting or the child or children in question, but could include planning and supervising activities such as reading, arts, crafts and creative play.

Dependent on the level studied the range of skills could include child development, play learning and supporting learning in school. Work experience is an important element in Early Years programmes at Levels 1, 2 and 3. Other tasks can include visiting children's play areas to evaluate safety (including seasonal safety, such as the differences between summer and winter), all of which help students develop an "eye" for good and bad practice.



Essential Skills

Caring
Compassionate
Hard Working
Organised

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Caring For Children	Based on initial interview	1 Year
L2 Certificate In Children & Young Peoples Workforce	5 GCSEs (2 at Grade C and 3 at Grade D inc. Maths and English)	1 Year
L3 Certificate In Childcare & Education (EYE)	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	1 Year
L3 Diploma In Childcare & Education	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	1 Year



#BE THE NEXT ▶▶

Teacher
Nursery Nurse
Teaching Assistant
and more



Hospitality & Catering

L1 L2 L3 AP HE

The hospitality industry is huge, ranging from Michelin star restaurants and top hotels through to fast food outlets, school meals, staff restaurants located within many companies - and even military cooks.

Students work with our industry-expert Hospitality & Catering tutors working within our fully operational restaurant serving to the public, and also the chance to take part in special events such as a WW2 themed Remembrance Day dinner for veterans and the College's numerous high-profile awards ceremonies.

Careers can include progression to Higher Education such as Degree level, or pursuing a chosen career including being a Chef, Manager or within the education sector.

Students have many chances to participate in competitions, demonstrations and workshops, often with special guests such as top chefs and produce suppliers.

Students also have the chance to visit Switzerland, indulging (literally!) in a first-hand chance to see how world-renowned products such as Swiss cheese and chocolate are made.



Essential Skills

Time Management
Creativity
Hard Working
Practical Skills

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Introduction To Professional Cookery	Based on initial interview	1 Year
L2 Diploma In Professional Cookery	Level 1 Diploma in Professional Cookery	1 Year
L3 Diploma In Professional Cookery (Preparation & Cooking)	Level 2 Diploma in Professional Cookery	1 Year



Achievement
and Creativity
of the Year

Jack Hunt

BE THE NEXT ▶▶

Chef
Front of House Service
Restaurant Manager
Hospitality Lecturer
and more



Beauty Therapy

L1 L2 L3 AP HE

There are over 7,500 beauty salons and over 5,400 hairdressing salons offering beauty treatments in the North East alone – and this doesn't include those Beauty Therapists working in hotels, health spas and on cruise liners.

Beauty Therapists carry out a range of treatments that includes facials, manicures, pedicures and nail treatments, make-up, removing unwanted body and facial hair, individual eyelash extensions, microabrasive skin peel, massage and aromatherapy.

A qualified Beauty Therapist has many options open to them, such as working in a beauty salon, at a health spa, in complementary therapies or on a cruise liner. Many also find work abroad.

Our Luminary Centre has professional salons using the same equipment and products widely used in industry, which are open to the general public. Students will frequently work with commercial clients, which allows them to develop their practical and communications skills. ICT and numeracy are also vital components of their study.



Essential Skills

Time Management
Creativity
Hard Working
Problem Solving

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Beauty Therapy	Based on initial interview	1 Year
L2 Certificate In Beauty Specialist Techniques	4 GCSEs (at Grade D)	1 Year
L2 Diploma in Special Effects, Hair and Media Make-up	5 GCSEs (at A*-C inc. Maths and English at Grade 5-9)	1 Year
L3 Diploma In Beauty Therapy - Massage	Level 2 Diploma in Beauty Therapy	1 Year



BE THE NEXT ▶▶

Beauty Therapist
Nail Technician
Make-up Artist
Advanced Therapist
and more



Hairdressing

L1 L2 L3 AP HE

There are over 180,000 hairdressers working in the industry in the UK, and demand is rising. Opportunities include working in salons, hotels, health spas, on cruise liners and even as mobile hairdressers.

Hairdressing is a busy vocation which includes a variety of hands-on practical skills. Hairdressers cover a range of activities that not only include styling and hair care tasks such as shampooing and blow drying, cutting, colouring, perming, pinning-up and creative styling, but also customer duties such as meeting and greeting and reception work. Many HCFE students have gone on to successfully open their own salons, or run mobile businesses.



Essential Skills

Practical Skills
Determination
Communication
Creativity

QUALIFICATION

ENTRY REQUIREMENTS

DURATION

L1 Diploma In Hairdressing	Based on initial interview	1 Year
L2 Diploma In Hairdressing	4 GCSEs (at Grade D)	1 Year
L3 Diploma In Hairdressing	Level 2 Diploma in Hairdressing	1 Year



Did you know?

Many hairdressing students progress into the industry via an apprenticeship programme



BE THE NEXT ▶

Hairdresser
Salon Owner
Cruise Ship Stylist
and more



Public Services

L1 L2 L3 AP HE

Public Services programmes prepare students for careers in uniformed services such as the Army, Royal Navy, Royal Air Force, Police, Fire Service and Prison Service. Military services personnel can be deployed anywhere in the world, while those serving in civilian sectors will generally work in the UK. Successful students have also progressed to university via the College’s Foundation Degree in Public Services.

The Public Services programmes include a mixture of theoretical and practical classes. These practical sessions are delivered by the college’s highly qualified staff or a range of external partners. The College has forged partnerships with both civilian and military services, allowing superb access to visits and special opportunities, such as Operation Sandpiper, the largest Police and emergency services training exercise in the area in over a decade, in which hundreds of College students played victims and hostages in a realistic firearms scenario.



Essential Skills

Leadership
Methodical Thinking
Teamwork
Practical Skills

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma For Entry To The Uniformed Services	Based on initial interview	1 Year
L2 Diploma In Public Services	4 GCSEs (at Grade D)	1 Year
L3 Diploma In Public Services	5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)	1 Year
L3 Diploma For Entry To The Uniformed Services	5 GCSEs (at A*-C)	1 Year



Did you know?

You can watch the Operation Sandpiper behind the scenes video here: bit.ly/HCFEsandpiper



BE THE NEXT ▶▶

Police Officer
Fire Officer
Paramedic
Military Personnel
and more



L1 L2 L3 AP HE

The opportunities for employment in the area of sport and fitness are growing fast, and jobs vary according to different employment sectors. Local authority sports centres, private gyms, fitness centres and physical education are just a few examples of the many opportunities.

Work will vary according to sector. For example Sports Development Officers aim to improve access to sport and physical activity for people of all ages and abilities, including inclusive sports for the disabled and vision impaired, which students will have the opportunity to try.

Sports coaches teach sports skills and techniques to individuals and teams, helping people take part in their chosen sport safely and to their full potential. Sport Centre Assistants help and supervise clients to use equipment and facilities effectively and safely.



Essential Skills

Teamwork
Leadership
Hard Working
Scientific Principles

QUALIFICATION

L2 Certificate In Sport

L3 Diploma In Sport

L3 Diploma In Fitness Instructing & Personal Training (QCF)

ENTRY REQUIREMENTS

4 GCSEs (at Grade D)

5 GCSEs (at A*-C inc. Maths and English at Grade 4-9)

Based on initial interview

DURATION

1 Year

1 Year

1 Year



Did you know?

Each year successful sport students progress to higher education at institutions throughout the United Kingdom and America



BE THE NEXT ▶▶

**Coach
Physiotherapist
Elite Athlete
and more**



Travel & Tourism

L1 L2 L3 AP HE

Travel and tourism is a fast growing industry in both the UK and across the world. Career opportunities include work in travel agencies, tourist information centres, as a resort representative and airline cabin crew.

All our courses provide an overview of the industry for anyone interested in a career in Travel and Tourism.

It provides a range of career options including Cabin Crew, Travel Agent, Holiday Representatives, Cruise Line employees, Event Planners, Hotel Managers and Customer Services roles.

In addition, we offer a wide range of enrichment activities including overseas visits (with one European visit being held annually), cabin crew training, tour operator and airport visits.

All learners have an opportunity for work placements with local Travel and Tourism providers.



Essential Skills

Time Management
Presentation Skills
Hard Working
Problem Solving

QUALIFICATION	ENTRY REQUIREMENTS	DURATION
L1 Diploma In Travel & Tourism (& Cabin Crew)	Based on initial interview	1 Year
L2 Certificate In Travel & Tourism (& Cabin Crew)	4 GCSEs (at Grade D)	1 Year
L3 Diploma In Travel & Tourism (& Cabin Crew)	5 GCSEs (at A*-C inc. Maths and English at Grade 5-9)	1 Year



Did you know?

In 2017 Hartlepool College installed an aeroplane fuselage to develop the cabin crew skills of our students



USE THIS TUBE
FOR MOUTH
INFLATION
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DUNMURRY
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12882 26

TIE TAPES ROUND BODY

BE THE NEXT ▶▶

Cabin Crew
Travel Agent
Tourism Information Officer
Resort Rep
and more

Hartlepool College Apprenticeships



Apprenticeships are what we do best - we're officially the number one provider in the North East! With an outstanding track record of success we have continually topped the local league tables - and this year hit an all-time high as the ENTIRE COUNTRY'S second best college for apprenticeship success.

An apprenticeship is first and foremost a job with substantial training and the development of transferable skills. It is a way for people of all ages to earn while they learn, gaining real skills and knowledge and a real future.

Most of the training is on-the-job, working with a mentor to learn job specific skills in the workplace. Off-the-job training will depend on the occupational area, the qualifications and the requirements and wishes of the employer.

#SEETHEDIFFERENCE

FOR APPRENTICESHIPS AT HARTLEPOOL COLLEGE

AND FIND OUT WHY WE'RE SECOND BEST IN THE COUNTRY



Available to businesses of all sizes and sectors in England, apprenticeships can last anything from 12 months to 5 years.

Apprenticeships are available from Level 2 to Level 7. Level 7 apprentices achieve a full bachelor's or master's degree as part of their programme.

Apprenticeships are offered in 1,500 occupations, across 170 industries, so it is possible to make sure that every apprenticeship is relevant and appropriate both for the apprentice and the business.

Find out our latest vacancies online at
www.hartlepoolfe.ac.uk/apprenticeships



Progression – #BeTheNext with HCFE



We aim to support all of our learners to progress to their chosen dream career and #BeTheNext success in their chosen profession. Our award winning advisers are on hand to support progression to Higher Education, Apprenticeships and Employment for all learners.



Higher Education

Level 3 learners are supported with progression to higher education. This includes University searches, UCAS applications, Personal assessment support and more. If you're not sure if Higher Education is for you or are worried about the prospect our Future Me Coordinator can help.



**#BeTheNext is our slogan,
#BeTheNext is our passion**



FutureMe

Now is the time to be thinking about YOUR future. FutureMe can offer you the information you need to make clear choices about Higher Education.

Life after school and college can prove daunting at times however with our FREE single point of contact we can really make you aware of just how far you can go.

The door to Higher Education is open to everyone regardless of your background.

Whether you come along to our drop-in service or attend one of our Higher Education sessions, we can tailor it to fit around your needs. Your future lies at the heart of what FutureMe has to offer you.

Apprenticeships

With our record as the best performing college in the North East for apprenticeships and with 100s of apprentices placed each year we are best placed to help you progress onto an apprenticeship. You can find our latest vacancies online at hartlepoolfe.ac.uk/appvacancies or pop into Student Support to speak to one of our advisers

Employment

We regularly host a Job Shop with our colleagues from Job Centre Plus. These casual and part time vacancies are a great way to earn money whilst continuing your studies. More information on the Job Shop and the next available dates can be found in Student Support.



BE SOCIAL ▶▶

Keep in touch with news and events
at HCFE on our social media networks

 **@hartlepoolfe**

 **@hartlepoolfe**

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