

STOKECOLLEGE.AC.UK



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#HELLO FUTURE



ADULT COURSES
SPRING/SUMMER 2024

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PART TIME COURSES

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Accessibility Statement

If you would like support to access this document, other formats are available. Please contact the Learning Support Team:

T: 01782 603563

E: lsteam@stokecoll.ac.uk

Every effort has been made to ensure that the information contained within this prospectus was correct at the time of going to press. Variations may occur during the year. Please visit our website www.stokecollege.ac.uk for the latest details.

Equality and Diversity Statement

Equality at Stoke on Trent College means supporting everyone to fulfil their potential.

Diversity at Stoke on Trent College means respecting the fact that everyone is unique and celebrating the benefits this brings. Stoke on Trent College provides an environment that is welcoming and inclusive. It is a place where everyone is treated fairly and with dignity and respect, where bullying and harassment will not be tolerated and where everyone will have the opportunity to fulfil their potential.



WELCOME

WHATEVER YOUR REASON FOR RETURNING TO LEARNING, THERE HAS NEVER BEEN A BETTER TIME TO TAKE ADVANTAGE OF ALL STOKE ON TRENT COLLEGE HAS TO OFFER.

Recently rated Ofsted 'Good', over 5,000 adults choose Stoke on Trent College as their first choice for learning each year. Whether you want to upskill, learn something new, improve your wellbeing, or enhance your career and open up new opportunities - our range of courses can offer something which is right for you and your lifestyle. You might also be part of an organisation or a community group looking to try your hand at something new, or need a little help with basic skills such as Maths or English, whatever the need, we are here to help.

We support the wider Staffordshire place-making agenda. In line with this, we believe that helping people of all ages to grow and flourish through good education is crucial to building prosperous futures. Many of our students travel from across Staffordshire to access our diverse range of courses. We also offer an extensive range of Distance Learning courses, which for many people, are a great way to study at a convenient time and place which is right for you.

Stoke-on-Trent is a city with bold ambitions. As part of the Government's Levelling Up agenda, a number of initiatives are underway which will help to improve the lives of local residents, as well as supporting the wider economy.

But for that growth and its benefits to become a reality, the City will need people with new skills to meet the demands of employers - working with Staffordshire Chambers of Commerce to develop the new Local Skills Improvement Plan, that's where we can help. We are proud to be part of this journey and are here to provide the skills and qualifications you need to be part of the success story too.

When you join us, you join so much more than just a course. It's a positive change for your future, a step up in your earning potential and a transition to the career you want.

Every journey starts with a first step - say 'Hello' to your brighter future with Stoke on Trent College.

Yours sincerely,

Lisa Capper MBE

Lisa Capper, MBE
Principal and CEO
Stoke on Trent College



WHY CHOOSE US

WE ARE LOCATED ON TWO CAMPUSES IN THE HEART OF THE CITY, AND OFFER A RANGE OF ONLINE AND FACE-TO-FACE COURSES THROUGHOUT THE YEAR, ALL DESIGNED TO WORK AROUND YOUR EXISTING COMMITMENTS.

We continue to invest in the future of our students, the College and the wider City of Stoke-on-Trent – we've invested over £38.3 million so far in industry standard facilities with a further £14.5 million in new developments currently underway, providing you with innovative and inspiring spaces in which to learn. Our experienced and friendly staff team are here to help throughout your time with us, from initial advice and guidance, to expert teaching, health and wellbeing support, we are here to see you succeed.



FREE COURSES

In a range of subjects.

PROUDLY RATED 'GOOD'

by Ofsted

FLEXIBLE LEARNING OPPORTUNITIES

Including Distance Learning and courses which are 'school timetable friendly', along with short courses and courses available in the evening.

CONVENIENT LOCATIONS

Both campuses are easy to get to by car or public transport, with FREE parking available.

SUPPORT SERVICES

We are here every step of the way to ensure you succeed. From help choosing the right course for you along with advice on fees and funding, through to support with your career choices and tailored support for any learning difficulty or disability you may have.

PROFESSIONAL COURSES

With national accreditation from CIPD, AAT and more, giving you access to industry-standard qualifications to boost your career.

SPECIALIST FACILITIES

We continue to invest in new and refurbished buildings across both campuses, providing industry-standard facilities in which to learn, from our training restaurant and kitchens through to our hair academy, fitness suite, engineering workshops, Nu-build eco houses and much more.

EXPERT TEACHING

From tutors with real industry experience. Our tutors are passionate subject and industry experts who will help you to develop the skills you need to succeed in your chosen career.

EMPLOYER RELATIONSHIPS

We work closely with employers and partner organisations to ensure that the courses we offer provide the skills which are in demand locally – putting our learners in a fantastic position to take advantage of new opportunities.

ENGLISH COURSES FOR SPEAKERS OF OTHER LANGUAGES

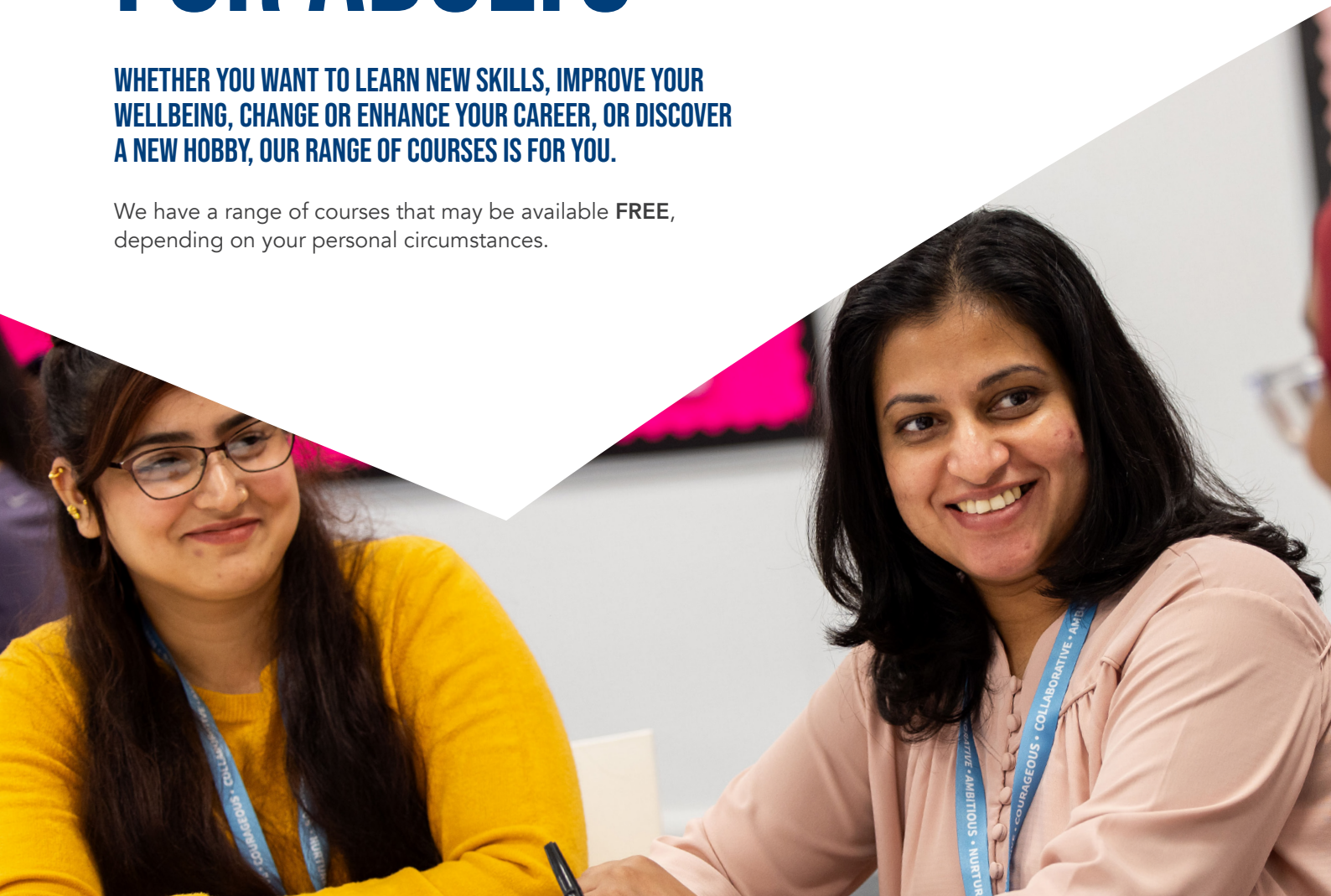
We deliver an extensive range of ESOL courses from Entry Level through to Level 1. These courses give non-native English speakers the confidence to speak, read, write and listen in English and may be available FREE, subject to criteria.



FREE COURSES FOR ADULTS

WHETHER YOU WANT TO LEARN NEW SKILLS, IMPROVE YOUR WELLBEING, CHANGE OR ENHANCE YOUR CAREER, OR DISCOVER A NEW HOBBY, OUR RANGE OF COURSES IS FOR YOU.

We have a range of courses that may be available **FREE**, depending on your personal circumstances.



FREE DISTANCE LEARNING COURSES

We offer over 50 flexible distance learning courses that you can study from the comfort of your own home at a time and place to suit your lifestyle. From business start-up to cyber security, mental health and climate change plus much more. **See the full list on page 14.**

FREE ENGLISH AND MATHS COURSES

If you don't already have GCSE grade 4/C in these subjects then your course will be FREE. Whether you need to start at entry level or re-take your GCSEs we can help. **See page 29 for details.**

FREE ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) COURSES

If English isn't your first language, these courses can help you with everyday life in the UK. They may be available FREE, subject to eligibility criteria.

FREE MULTIPLY NUMERACY COURSES

Multiply is a new government-funded programme to help adults improve their numeracy skills. If you're aged 19 and over and don't have Maths GCSE at grade 4/C (or equivalent), you can access free numeracy courses through Multiply to build your confidence with numbers and gain a qualification.

FREE SKILLS FOR EMPLOYMENT COURSES

These courses are specifically designed to help unemployed adults get back into work in a range of industries – from business admin to adult social care and much more. Delivered in conjunction with a range of local employers, you could be back into work in no time and, whilst you are retraining, you will not lose your benefits. **See page 31 for more information.**

FREE COURSES FOR LEARNERS

AGED 19-23

If you are aged 19-23* and are studying selected Level 2 or Level 3 qualifications then your course will be FREE, subject to prior qualifications, income or benefit status.

FREE COURSES FOR UNEMPLOYED

ADULTS/LOW INCOME FAMILIES

If you are in receipt of certain benefits, or have an income below £20,319 p.a. then selected courses are available completely FREE.

FREE PRINCE'S TRUST PROGRAMME

If you are aged 16-25 and are looking for work, the FREE Prince's Trust Team Programme can help to develop the skills you need to progress.

SUPPORT WITH FEES

If you've found the perfect course but you aren't eligible for free tuition, we can still help you with course costs through our interest-free payment plans, learner loans and financial support packages.

Don't let the cost of returning to education hold you back. **See page 36-38 for more information.**

For more advice contact the Admissions Team on **01782 603634** or email **admissions@stokecoll.ac.uk**.

Or visit the live chat facility on the website: **www.stokecollege.ac.uk**.

*On 31st August 2023

FREE LEVEL 3 COURSES

We offer a range of Level 3 courses which are FREE to adults aged 19 plus who do not already have a Level 3 qualification.

If you already have a Level 3 (or higher) qualification, but are unemployed or earn less than £20,319 per year you can also access these qualifications for FREE through the Government's FREE Courses for Jobs offer (benefits not affected).

For more information please see page 36.

DISTANCE LEARNING

- Counselling Skills
- Principles of End of Life Care
- Principles of Special Educational Needs
- Understanding Autism
- Understanding Mental Health
- Understanding the Care and Management of Diabetes
- Understanding the Principles of Dementia Care

For more information please see page 14.

CHILDCARE, HEALTH & SOCIAL CARE

- Children's Learning and Development (Early Years Educator) Level 3 Diploma (BTEC)

For more information please see page 20.



You will find these courses listed throughout the prospectus marked with this symbol.



FREE NUMERACY COURSES FOR ADULTS

Do you want to help your child with their homework, learn how to eat healthily on a budget or shop for best buys?

Join in today!

FREE sessions now available in your community

- Learn how to manage your money
- Eat healthily on a budget
- Strengthen workplace skills
- Access better job opportunities
- Support your child's education
- Gain a qualification



If you are aged 19 plus, and don't already have a GCSE grade 4/C in Maths you can take advantage of **FREE** numeracy courses in partnership with Multiply whether you are employed or unemployed. Courses are available from beginner through to more advanced levels, such as GCSE – so wherever you are starting we will have the right course for you.

FOR MORE INFORMATION

Email: admissions@stokecoll.ac.uk
Tel: 01782 603634

AGED 16-25 AND LOOKING FOR WORK?

Every year the FREE Stoke on Trent College Prince's Trust Team programme helps people find their way in life.

The programme's aim is simple – it helps you to enhance your job prospects, build confidence and develop skills such as leadership, teamwork and communication to help you get work or progress to further study and training.

You will also have the opportunity to gain qualifications which will look impressive on your CV.

When you team up with us we promise that we will keep you busy for 12 weeks.

Key Facts:

- FREE travel
- FREE breakfast (selected locations)
- FREE residential
- Work experience
- Improved job prospects
- Meet new people
- Fantastic range of activities
- Benefits not affected

New teams start throughout the year in a range of locations.



Prince's Trust

TO FIND OUT MORE

Please call us on **01782 603791** or email pttstaffs@stokecoll.ac.uk and we will find the right location and start date for you.

LOOKING FOR AN APPRENTICESHIP?

**STOKE ON TRENT COLLEGE IS THE BIGGEST APPRENTICESHIP
TRAINING PROVIDER IN STOKE-ON-TRENT.**

Whether you are already in work and want to gain qualifications relevant to your role, want to get back into work, or change career, an Apprenticeship can give you the experience and qualifications you need to succeed.

Apprenticeships are available at four different levels:

Intermediate – Level 2

(Equivalent to five GCSEs at grades 9-4)

Advanced – Level 3

(Equivalent to two A Levels or a BTEC Level 3)

Higher – Level 4 & 5

(Equivalent to a Foundation degree)



BUSINESS, IT, ADMINISTRATION AND MANAGEMENT

- Customer Service Practitioner
- Customer Service Specialist
- Business Administrator
- Operations/Departmental Manager
- Team Leader and Supervisor
- Supply Chain Warehouse Operative
- HR Support
- HR Consultant Partner

CONSTRUCTION AND BUILDING SERVICES

- Carpentry and Joinery
- Craft Carpentry and Joinery
- Wood Product Manufacturing Operative
- Gas Engineering Operative
- Plumbing and Domestic Heating Technician
- Installation Electrician/Maintenance Electrician
- Painter and Decorator
- Property Maintenance Operative
- Bricklayer

EDUCATION

- Learning and Development Practitioner
- Learning and Skills Teacher

ENGINEERING & MOTOR VEHICLE

- Engineering Operative
- Engineering Technician
- Maintenance & Operations Engineering Technician
- Machining Technician
- Plate Welder
- Motor Vehicle Service & Maintenance Technician (Light Vehicle)
- Heavy Vehicle Service & Maintenance Technician
- Lean Manufacturing Operative

HEALTH, CARE, EARLY YEARS AND SCIENTIFIC

- Pharmacy Services Assistant
- Pharmacy Technician (Integrated)
- Early Years Educator
- Early Years Practitioner
- Laboratory Technician

SERVICE INDUSTRIES

- Hairdressing Professional
- Barbering Professional
- Production Chef

For the latest list visit
www.stokecollege.ac.uk/apprenticeships

Or to find out more contact the team on: 01782 603603
Email: business@stokecoll.ac.uk

Apprenticeship availability is subject to change.

Some of our Apprenticeships can be started throughout the year, with others available for a September start. Please visit our website www.stokecollege.ac.uk/apprenticeships for more information. Our excellent links with employers means that new Apprenticeship vacancies are added each week.

PREFERRED FUTURES PROGRAMME

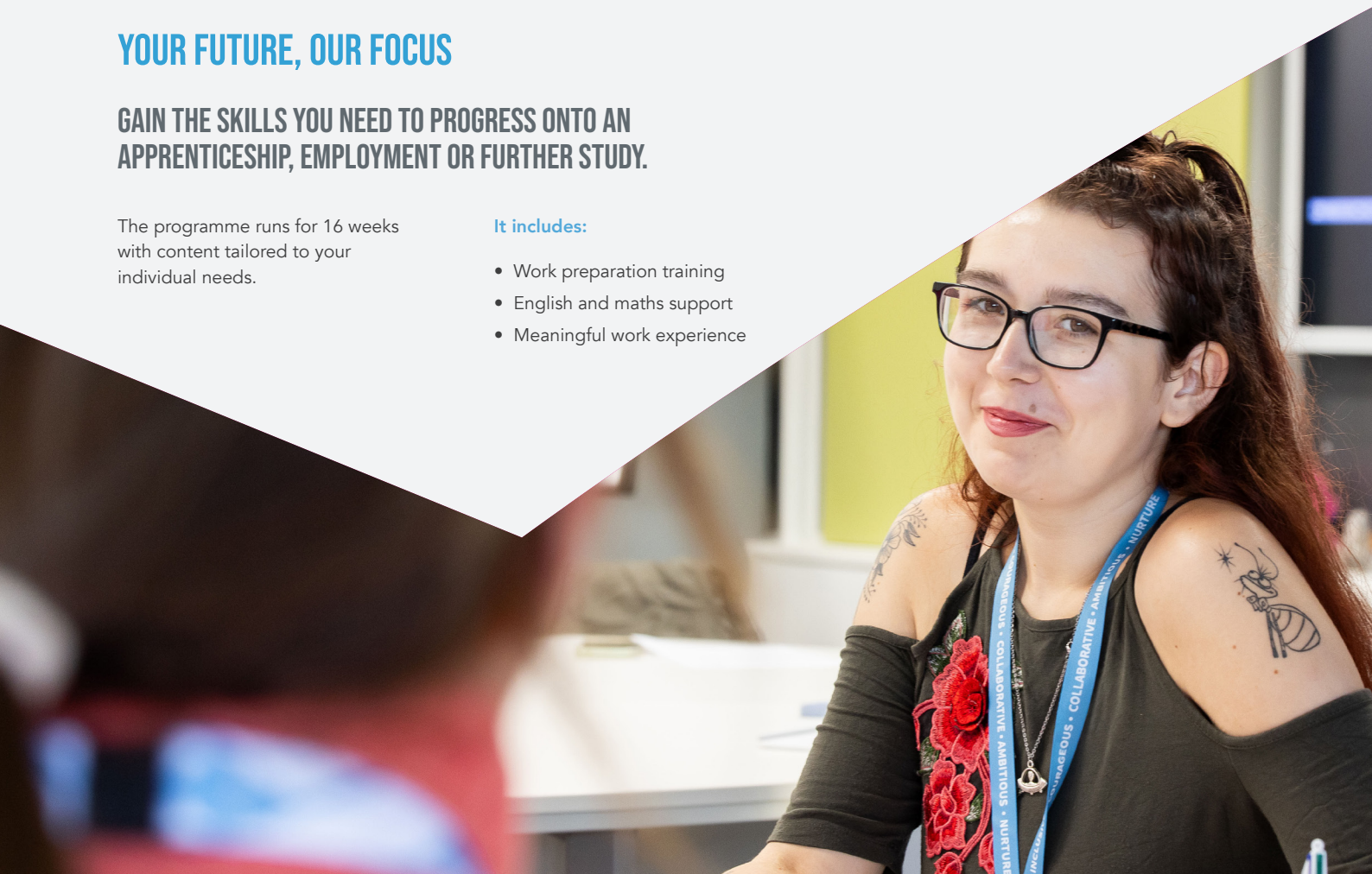
YOUR FUTURE, OUR FOCUS

**GAIN THE SKILLS YOU NEED TO PROGRESS ONTO AN
APPRENTICESHIP, EMPLOYMENT OR FURTHER STUDY.**

The programme runs for 16 weeks
with content tailored to your
individual needs.

It includes:

- Work preparation training
- English and maths support
- Meaningful work experience



WILL I GET PAID?

You will receive a FREE bus pass, £20 weekly bursary* for 9 weeks of the programme, FREE breakfast and tailored job search support.

WHAT OCCUPATIONS ARE AVAILABLE?

- Business Admin
- Customer Service
- Health & Social Care
- Childcare
- I.T.
- Warehouse & Logistics
- Youth Work
- ...and much more!

IS THIS PROGRAMME RIGHT FOR ME?

The programme is suitable for anyone, providing you:

- Are not currently in a job or employment for more than 16 hours per week
- Are seeking full-time employment, an Apprenticeship or further training
- Are aged 16-24

WHAT QUALIFICATIONS MIGHT I GAIN?

- AIM eLearning Certificate in Employability Skills
- Functional Skills or Stepping Stones Maths and English
- Level 1 Certificate in Introduction to Youth Work Practice

*Subject to criteria



This programme was the best decision to help me get onto the right path. It gave me an insight into the work environment and what to expect. It helped to build my confidence and opened up an opportunity for me."

Adil – now an Apprentice with the NHS

TO FIND OUT MORE

CONTACT THE TEAM ON:

Tel: 01782 603754

Email: preferredfutures@stokecoll.ac.uk

FLEXIBLE AND DISTANCE LEARNING

OVER 1,000 ADULTS CHOOSE A DISTANCE LEARNING COURSE WITH US EACH YEAR, WITH OVER 96% SUCCESSFULLY ACHIEVING THEIR QUALIFICATION.

If you want a nationally recognised qualification but don't have the time to regularly attend college, our range of Distance Learning courses are for you!

With our Distance Learning offer, you can fit your learning around your work and home life commitments, setting your own pace of study.

With each course you will be assigned a tutor to support you through the qualification. Learning is either via a paper based workbook or online.

AT STOKE ON TRENT COLLEGE WE OFFER:

- **FREE Level 2 courses***
- **Level 3 courses**
- **Courses offered in partnership with e-Careers**

For more information and to apply visit
www.stokecollege.ac.uk/distancelearning

*You should be aged 19 or over on 31st August 2023. Some parts of England have their own local funding arrangements so we'll need to check if you are eligible to study with us if you live in Greater London, Greater Manchester, Liverpool City Region, West of England, West Midlands, Tees Valley, Cambridgeshire or Peterborough, Newcastle upon Tyne, North Tyneside, Northumberland or West Yorkshire.



I have now completed a number of courses – the whole Distance Learning Team were amazing and I'd like to thank them for their support! I'm now moving on to a new job and I can't wait to start. It's all thanks to the Distance Learning Team and the qualifications I have achieved over the past five years."

Joseph – Distance Learning Student



FREE LEVEL 2 DISTANCE LEARNING COURSES

To be eligible for a FREE place you must be aged 19 plus, living in England (subject to a postcode check*) and have been an EU resident for at least 3 years.

COURSE TITLE	CODE	LEVEL
Awareness of Mental Health Problems	DL4006A1A	2
Cleaning Principles	DL4023G1A	2
Common Health Conditions	DL4017A1A	2
Counselling Skills	DL4049A1A	2
Creating a Business Start-Up	DL4041N1A	2
Customer Service for Health and Social Care Settings	DL4029A1A	2
Digital Promotion for Business	DL4074A1A	2
Equality and Diversity	DL4020A1A	2
Falls Prevention Awareness	DL4032A1A	2
Improving Personal Exercise, Health and Nutrition	DL4048H1A	2
Information, Advice or Guidance	DL4014A1A	2
Introducing Caring for Children and Young People	DL4034A1A	2
Introduction to Neuroscience in Early Years	DL4072A1A	2
Lean Organisation Management Techniques	DL4046D1A	2
Preparing to Work in Adult Social Care	DL4022A1A	2
Principles of Business Administration (VRQ)	DL4010O1A	2
Principles of Care Planning	DL4025A1A	2
Principles of Customer Service (VRQ)	DL4009O1A	2
Principles of Cyber Security	DL4054F1A	2
Principles of Dementia Care	DL4008A1A	2
Principles of End of Life Care	DL4019A1A	2
Principles of Team Leading	DL4011O1A	2
Principles of the Prevention and Control of Infection	DL4005A1A	2














COURSE TITLE	CODE	LEVEL
Principles of Warehousing and Storage	DL4062A1A	2
Principles of Working with Individuals with Learning Disabilities	DL4021A1A	2
Understanding Adverse Childhood Experiences	DL4050A1A	2
Understanding Autism	DL4024A1A	2
Understanding Behaviour that Challenges	DL4030A1A	2
Understanding Business Improvement Techniques	DL4047O1A	2
Understanding Cancer Support	DL4051A1A	2
Understanding Children and Young People's Mental Health	DL4035A1A	2
Understanding Climate Change and Environmental Awareness	DL4052O1A	2
Understanding Common Childhood Illnesses	DL4037A1A	2
Understanding Data Protection and Data Security	DL4038O1A	2
Understanding Dignity and Safeguarding in Adult Health and Social Care	DL4018A1A	2
Understanding Domestic Abuse	DL4061A1A	2
Understanding Excellence in Customer Service for Hospitality	DL4036G1A	2
Understanding Mental Health First Aid and Mental Health Advocacy in the Workplace	DL4045A1A	2
Understanding Mental Health in the Early Years	DL4063A1A	2
Understanding Nutrition and Health	DL4015A1A	2
Understanding Personal Care Needs	DL4044A1A	2
Understanding Retail Operations	DL4040G1A	2
Understanding Safeguarding and Prevent	DL4033M1A	2
Understanding Specific Learning Difficulties	DL4031M1A	2
Understanding Technology Enabled Care	DL4043A1A	2
Understanding Tenant Support in Social Housing	DL4042A1A	2
Understanding the Care and Management of Diabetes	DL4016A1A	2
Understanding the Safe Handling of Medication	DL4012A1A	2
Understanding Workplace Violence and Harassment	DL4039O1A	2
Working with People with Mental Health Needs	DL4007A1A	2

LEVEL 3 DISTANCE LEARNING COURSES

These courses have a tuition fee but are available FREE to individuals aged 19 plus (subject to criteria) as part of the FREE Courses for Jobs offer. **For more information see page 6.**

If you are not eligible for the FREE Courses for Jobs offer, other funding or an Advanced Learner Loan may be available.

Please see page 36-38 for further details.

COURSE TITLE	CODE	LEVEL	
Counselling Skills	DL4067A1A	3	 
Principles of End of Life Care	DL4057A1A	3	
Principles of Special Educational Needs	DL4066A1A	3	 
Understanding Autism	DL4055A1A	3	 
Understanding Mental Health	DL4056A1A	3	 
Understanding the Care and Management of Diabetes	DL4058A1A	3	 
Understanding the Principles of Dementia Care	DL4059A1A	3	 

E-CAREERS

We work in partnership with e-Careers to provide a range of e-Learning courses in subjects such as Asbestos Awareness, IT, Project Management and many more. Courses start from just £50.



For more information on these courses please visit elearning.stokecoll.ac.uk



COURSE TIME

 DAY  EVENING

COURSE LOCATION

 BURSLEM CAMPUS  CAULDON CAMPUS

FEE NOTES

 FREE COURSE  FREE COURSES FOR JOBS  ADVANCED LEARNER LOAN

PART TIME COURSES

OUR PART TIME DAY AND EVENING ADULT COURSES ARE DESIGNED TO FIT AROUND YOUR LIFESTYLE TO GIVE YOU THE OPPORTUNITY TO DEVELOP YOUR SKILLS AND BOOST YOUR CONFIDENCE.

So, whether you want to learn new skills, improve your wellbeing, change or enhance your career, or discover a new hobby, our range of courses is for you.

Additional courses will be added throughout the year.

For more information on our courses you can visit our website at www.stokecollege.ac.uk.

For help choosing the right course for you, or for any queries you may have contact our Admissions Team:

Visit the live chat facility on our website at www.stokecollege.ac.uk or

Tel: 01782 603634

Email: admissions@stokecoll.ac.uk



DON'T LET THE COST OF STUDYING PUT YOU OFF

YOU COULD STUDY FOR FREE

Many of our courses have FREE tuition and many others may be FREE depending on your personal circumstances.

For more information please see page 36.

ADVANCED LEARNER LOAN

Available for selected Level 3 to Level 6 courses, the Advanced Learner Loan can pay your tuition fees upfront and you won't pay anything back until you are earning over £25,000 per year.

See page 38 for more information.

FINANCIAL SUPPORT

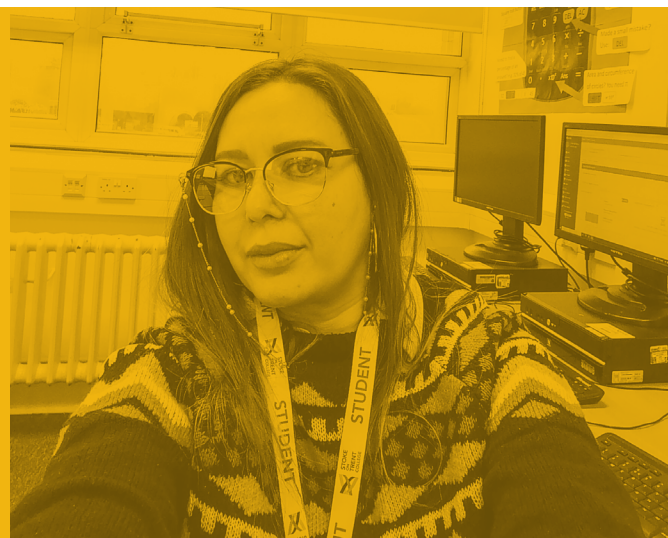
We have a range of financial support packages available for learners as well as payment plans to help you spread the cost of your course.

For more information visit page 36-37.



My job coach referred me to study at Stoke on Trent College last year. I have studied English Entry 3 and at Level 1, Maths at Entry 3 and completed Business Administration Level 2. I have completed the Learning Support Assistant course and through some extra help from my co-ordinator I have now been offered a job as a Learning Support Assistant. I enjoyed the atmosphere and the staff were so supportive, enabling me to be successful in obtaining this new role. I look forward to starting my new career."

Majda Maohoub – Adult Learner



BUSINESS, MANAGEMENT & FINANCE

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
AAT Level 1 Access Award in Bookkeeping	PL144401B	D	C	1	24/04/2024	19/06/2024	£300
AAT Level 2 Certificate in Bookkeeping	PL120601C	E	C	2	15/01/2024	24/06/2024	£500
AAT Level 2 Certificate in Bookkeeping	PL120601D	D	C	2	17/01/2024	26/06/2024	£500

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.

CHILDCARE, HEALTH & SOCIAL CARE

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Children's Learning and Development (Early Years Educator) Level 3 Diploma (BTEC)	PL1450A1B	E	C	3	08/01/2024	09/12/2024	£2,882
Early Years Practitioner Level 2 Diploma (NCFE)	PL1186A1B	D	C	2	08/01/2024	20/12/2025	£990
Health and Social Care Level 2 Certificate (NCFE)	PL6247A1B	E	C	2	08/01/2024	20/12/2024	£360
Introduction to Health, Social Care and Children and Young People's Settings Level 1 Certificate	PL6246A1B	D	C	1	08/01/2024	09/12/2024	£630
Introduction to Vocational Study (Childcare)	PL1881N1A	D	C	Entry	08/01/2024	28/06/2024	£360

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



COURSE TIME

D DAY E EVENING

COURSE LOCATION

B BURSLEM CAMPUS C CAULDON CAMPUS

FEE NOTES

FREE COURSE A ADVANCED LEARNER LOAN



FREE COURSES FOR JOBS



ADVANCED LEARNER LOAN

COMMUNITY COURSES

COURSES AVAILABLE IN YOUR COMMUNITY

NEW COURSES RUNNING IN A CENTRE NEAR YOU!

We offer a range of opportunities for adults who live in Stoke-on-Trent and are aged over 19.

Our wide range of courses can help you gain new skills and re-connect with learning in a fun and relaxed environment.

New courses are added regularly and run at a range of locations and times to fit around your existing commitments.

Visit the website for the latest courses:
www.stokecoll.ac.uk/community



CONSTRUCTION & BUILDING SERVICES

CONSTRUCTION

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Block Paving and Slabbing - City & Guilds Level 1 Award in Construction Skills	PL6040E1A	E	B	1	09/04/2024	02/05/2024	£225
Block Paving and Slabbing - City & Guilds Level 1 Award in Construction Skills	PL6040E1B	E	B	1	04/06/2024	27/06/2024	£225
Bricklaying - City & Guilds Level 1 Award in Construction Skills	PL6033E1B	E	B	1	09/04/2024	16/05/2024	£225
Bricklaying - City & Guilds Level 1 Award in Construction Skills	PL6033E1C	E	B	1	07/05/2024	20/06/2024	£225
Painting and Decorating - City & Guilds Level 1 Award in Construction Skills	PL6030E1A	E	B	1	20/02/2024	21/03/2024	£225
Wall and Floor Tiling - City & Guilds Level 1 Award in Construction Skills	PL6029E1A	E	B	1	09/01/2024	08/02/2024	£225

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



COURSE TIME

D DAY E EVENING

COURSE LOCATION

B BURSLEM CAMPUS C CAULDON CAMPUS

FEE NOTES

FREE COURSE N FREE COURSES FOR JOBS A ADVANCED LEARNER LOAN

GAS

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
ACS Gas Training (CCN1)	PC8701D1A	D	B	1	On Demand	On Demand	£210
ACS Gas Training (CKR1)	PC8703D1A	D	B	1	On Demand	On Demand	£210
ACS Gas Training (DAH1)	PC8706D1A	D	B	1	On Demand	On Demand	£210
ACS Gas Training (HTR1)	PC8704D1A	D	B	1	On Demand	On Demand	£210
ACS Gas Training (MET1)	PC8708D1A	D	B	1	On Demand	On Demand	£210
ACS Gas Training (WAT1)	PC8705D1A	D	B	1	On Demand	On Demand	£210
EUK Gas Certification Scheme (ACS) - 4 Day Special	PC8312D1A	D	B	1	On Demand	On Demand	£975
EUK Gas Certification Scheme (ACS) - CKR1	PC8306D1A	D	B	1	On Demand	On Demand	£230
EUK Gas Certification Scheme (ACS) - DAH1	PC8311D1A	D	B	1	On Demand	On Demand	£230
EUK Gas Certification Scheme (ACS) - Electrical Safe Isolation	PC8315D1A	D	B	1	On Demand	On Demand	£220
EUK Gas Certification Scheme (ACS) - Gas Reassessment. Includes CENWAT, CKR1 and HTR1	PC8301D1A	D	B	1	On Demand	On Demand	£985
EUK Gas Certification Scheme (ACS) - HTR1	PC8305D1A	D	B	1	On Demand	On Demand	£200
EUK Gas Certification Scheme (ACS) - MET1	PC8310D1A	D	B	1	On Demand	On Demand	£230
EUK Gas Certification Scheme (ACS) - Resits	PC8313D1A	D	B	1	On Demand	On Demand	£300
LPG Gas Assessment (ACS)	PC4178E1A	D	B	Entry	On Demand	On Demand	£490

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



COURSE TIME

D DAY E EVENING

COURSE LOCATION

B BURSLEM CAMPUS C CAULDON CAMPUS

FEE NOTES

FREE COURSE A ADVANCED LEARNER LOAN

N FREE COURSES FOR JOBS

CONSTRUCTION & BUILDING SERVICES CONT'D

PLUMBING

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
BPEC Level 1 in Water Regulations Training & Assessment	PC1081E1A	E	B	1	On Demand	On Demand	£190
LCL BPEC Award in Heat Pumps	PC1792E1A	E	B	3	On Demand	On Demand	£730
LCL Level 3 Award in Solar Domestic Hot Water Heating Systems	PC1079E1A	E	B	3	On Demand	On Demand	£650
Unvented Hot Water Storage Systems Training & Assessment	PC1080E1A	E	B	1	On Demand	On Demand	£230

WOOD TRADES

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Carpentry and Joinery - City & Guilds Level 1 Certificate in Construction Skills	PL6088E1A	E	B	1	09/01/2024	21/03/2024	£225

ELECTRICAL

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
PAT Testing (City & Guilds 2377)	PC4697E1A	D	B	3	On Demand	On Demand	£340



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FREE COURSE

ENGINEERING & MOTOR VEHICLE

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
City & Guilds Level 1 Award in Introductory Manual Metal Arc (3268-10)	PL6045D1C	E	B	1	23/01/2024	09/04/2024	£150
City & Guilds Level 1 Award in Introductory Manual Metal Arc (3268-10)	PL6045D1D	E	B	1	25/01/2024	11/04/2024	£150
City & Guilds Level 1 Award in Introductory Metal Inert Gas (MIG) (3268-13)	PL6046D1C	E	B	1	23/01/2024	09/04/2024	£150
City & Guilds Level 1 Award in Introductory Metal Inert Gas (MIG) (3268-13)	PL6046D1D	E	B	1	25/01/2024	11/04/2024	£150
City & Guilds Level 1 Award in Introductory Tungsten Inert Gas (TIG) (3268-12)	PL6047D1C	E	B	1	23/01/2024	09/04/2024	£150
City & Guilds Level 1 Award in Introductory Tungsten Inert Gas (TIG) (3268-12)	PL6047D1D	E	B	1	25/01/2024	11/04/2024	£150
IMI Level 1 Award in Electric and Hybrid Vehicle Awareness	PC4545D1A	E	B	1	On Demand	On Demand	£150
IMI Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance	PC4531D1A	D	B	2	10/01/2024	10/01/2024	£150
IMI Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance	PC4531D1B	D	B	2	19/01/2024	19/01/2024	£150
IMI Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance	PC4531D1C	D	B	2	24/01/2024	24/01/2024	£150
IMI Level 3 Award in Hybrid Electric Vehicle Repair and Replacement	PC4533D1A	D	B	3	02/02/2024	02/02/2024	£200
IMI Level 3 Award in Hybrid Electric Vehicle Repair and Replacement	PC4533D1B	D	B	3	16/02/2024	16/02/2024	£200
IMI Level 3 Award in Hybrid Electric Vehicle Repair and Replacement	PC4533D1C	D	B	3	06/03/2024	06/03/2024	£200

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.

Please note: Additional welding courses may be available in May 2024, subject to demand. Please visit the website www.stokecollege.ac.uk or contact us for the latest updates.



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HAIR & BEAUTY THERAPY

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
City & Guilds Entry Level 3 Certificate Intro to Beauty & Complementary Therapy	PL1462G1B	E	C	Entry	15/04/2024	24/06/2024	£360
City & Guilds Entry Level 3 Certificate Intro to Hair & Beauty	PL1597G1B	E	C	Entry	15/04/2024	24/06/2024	£360
VTCT Level 2 Award in Eyelash and Eyebrow Treatments	PL9036G1A	E	C	2	06/02/2024	05/03/2024	£75
VTCT Level 2 Award in Facial Massage and Skincare	PL9002G1A	E	C	2	20/02/2024	21/05/2024	£300
VTCT Level 2 Award in LED Nail Gel Polish Techniques	PL9039G1A	E	C	2	24/06/2024	08/07/2024	£75
VTCT Level 2 Award in Skin Tanning Techniques	PL9037G1B	E	C	2	15/04/2024	20/05/2024	£75
VTCT Level 2 Award in the Art of Photographic Make-Up	PL9100G1A	E	C	2	15/04/2024	17/06/2024	£75

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.

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A


ADVANCED LEARNER LOAN


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FREE COURSE


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HOSPITALITY & CATERING

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Advanced Cake Decoration - Masterclass Chocolate Work	PL6239G1C			N/A	19/02/2024	18/03/2024	£50
Advanced Cake Decoration - Masterclass Decorated Display Work	PL6239G1D			N/A	08/04/2024	20/05/2024	£50
Advanced Cake Decoration - Masterclass Sugar Work	PL6239G1B			N/A	08/01/2024	05/02/2024	£50
Basic Cup Cake Decoration	PL6237G1A			N/A	20/02/2024	19/03/2024	£50
Bread Making	PL6250G1A			N/A	09/01/2024	06/02/2024	£50
Intermediate Cake Decoration - Sugar Work	PL6236G1A			N/A	09/04/2024	21/05/2024	£50
Regional Indian Cookery (Central)	PL6278G1A			N/A	11/01/2024	08/02/2024	£75
Regional Indian Cookery (Eastern)	PL6279G1A			N/A	22/02/2024	21/03/2024	£75
Regional Indian Cookery (Southern)	PL6285G1A			N/A	11/04/2024	30/05/2024	£75

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



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 FREE COURSES FOR JOBS

INFORMATION TECHNOLOGY

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE	
Beginners Microsoft Excel	PL6130F1B	D	C	Entry	15/01/2024	15/01/2024	FREE	★
Intermediate Microsoft Excel	PL6131F1B	D	C	1	19/02/2024	19/02/2024	FREE	★
Advanced Microsoft Excel	PL6132F1B	D	C	2	15/04/2024	15/04/2024	FREE	★

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



I chose this course because it was recommended to me by my friends. The teachers have been fantastic and have really helped me achieve my dreams. I gained a grade 9 in GCSE Maths and am now moving on to study GCSE English and Level 2 Plumbing. I'm very excited for my future!"

Sergii Tutaiev
GCSE Maths Student



MATHS & ENGLISH/ESOL

MATHS & ENGLISH

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Functional Skills English	PLFSENN1E	Various	C	Entry 2, Entry 3, Level 1, Level 2	29/01/2024	21/06/2024	FREE
Functional Skills Maths	PLFSMAA1D	Various	C	Entry 1, Entry 2, Entry 3, Level 1	29/01/2024	21/06/2024	FREE

ESOL

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
IT for English for Speakers of Other Languages (ESOL)	S1-ESOL-ICT	Various	C	Entry 1, Entry 2, Entry 3, Level 1	29/01/2024	21/06/2024	£190
ESOL Skills for Life	S1-ESOL	Various	C	Pre Entry, Entry 1, Entry 2, Entry 3, Level 1 & Level 2	29/01/2024	21/06/2024	£300

For all of our ESOL courses you must contact the Admissions Team for an appointment on 01782 603634.
ESOL courses may be FREE subject to eligibility criteria.

KEY

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FREE COURSE A ADVANCED LEARNER LOAN

MEDIA, ART & DESIGN

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
Art & Drawing Skills	PL621211B			Entry	24/06/2024	16/07/2024	£75
Ceramics - UAL Level 1 Award	PL161111A			1	16/01/2024	16/04/2024	£150
Ceramics - UAL Level 2 Award in Art & Design	PL601811A			2	16/01/2024	16/04/2024	£300
Ceramics & Pottery Throwing Skills	PL601911B			Entry	16/01/2024	13/02/2024	£75
Ceramics & Pottery Throwing Skills	PL601911B			Entry	24/06/2024	16/07/2024	£75
Digital Photography & Image Editing - UAL Level 2 Award in Art & Design	PL611611A			2	16/01/2024	16/04/2024	£300
Introduction to 3D Art & Modelling BTEC Level 1 Award	PL621111A			1	24/06/2024	16/07/2024	£225
Introduction to Social Media Marketing BTEC Level 1 Award	PL621311A			1	24/06/2024	16/07/2024	£225
Painting & Drawing Skills - UAL Level 2 Award in Art & Design	PL114111A			2	16/01/2024	16/04/2024	£300
PC Builder (How to Build your Own Computer)	PL623111A			Entry	24/06/2024	16/07/2024	£75

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



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 FREE COURSES FOR JOBS

SKILLS FOR EMPLOYMENT - COURSES FOR UNEMPLOYED ADULTS

jobcentreplus

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE	
Business and Administration AIM Level 2 Certificate	PL1859X1A	D	C	Level 2	Various	Various	FREE	✳
CV Writing	PL1418NIA	D	C	Level 1	Various	Various	FREE	✳
Dream Big (Subject Taster Course)	Z0003503	D	C B	Entry Level 1	Various	Various	FREE	✳
eLearning Employability Skills	PL9043NIA	D	C	Level 1 & 2	Various	Various	FREE	✳
Essential Digital Skills	PL6078F1A	D	C	Entry Level	Various	Various	FREE	✳
Functional Skills English	PL4070X1A	D	C	Entry 1, 2, 3, Level 1 & 2	Various	Various	FREE	✳
Functional Skills Maths	PL6055N1A	D	C	Entry 1, 2, 3, Level 1 & 2	Various	Various	FREE	✳
IT User Fundamentals	PL4284X1A	D	C	Level 1	Various	Various	FREE	✳
New Leaf (Employment Support)	PL4296X1A	D	C	Level 1	Various	Various	FREE	✳
Preparing to Work in Adult Social Care	PL1704X1A	D	C	Level 1	Various	Various	FREE	✳
Skills for Employment - ESOL	PL1712X1A	D	C	Pre-Entry, Entry 1, 2, 3	Various	Various	FREE	✳

These courses are **FREE** for unemployed adults, aged 19 plus and living in Staffordshire. They are specifically designed to provide you with the skills to help get you back into work.



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✳ FREE COURSE N FREE COURSES FOR JOBS A ADVANCED LEARNER LOAN

SPORT

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE
YMCA Level 2 Certificate in Gym Instructing - FastTrack	PL1456H1B			2	22/01/2024	02/02/2024	£360
YMCA Level 2 Certificate in Gym Instructing - FastTrack	PL1456H1C			2	01/07/2024	10/07/2024	£360

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



I chose this course as I wanted to learn more about the ins and outs of being a Lecturer. Whilst I have the skills required to be a Chef, I didn't have the skills required to be able to teach. The course was brilliant, it was extremely informative and helped me take the steps required to become a fantastic Lecturer.

The teaching staff delivering this course were great, my assessments were marked promptly and I was given constructive feedback, so I knew quickly how to better perform in my next written task. This course has helped me reach new heights in my career and will help me to continue to grow."

Ethan Clarke-McCafferty
Level 4 Certificate in Education and Training



KEY

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 BURSLEM CAMPUS  CAULDON CAMPUS

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 FREE COURSES FOR JOBS  ADVANCED LEARNER LOAN

 FREE COURSE

TEACHING, TRAINING, EDUCATION & ASSESSMENT

COURSE TITLE	CODE	TIME OF DAY	CAMPUS	LEVEL	START	END	FEE	
Award in Education & Training Level 3 (AET)	PC4189M1B			3	26/02/2024	13/05/2024	£550	
City & Guilds Level 3 Award in TAQA Training (Unit 301 and 303)	PC1465M1C	Various	 	3	On Demand	On Demand	£225	
City & Guilds Level 3 Certificate in TAQA Training (Unit 301 to 303)	PC1465M1B	Various	 	3	On Demand	On Demand	£810	
City & Guilds Level 4 Certificate in TAQA (Units 401 to 403)	PC1733M1B	Various	 	4	On Demand	On Demand	£810	
Get into Teaching Taster Sessions	PL9040M1B			Entry	05/02/2024	05/02/2024	£25	
Level 1 Supporting Teaching and Learning (Module 3)	PL1353M1A-C3			1	06/02/2024	17/06/2024	£150	
Level 2 Certificate in Supporting Teaching & Learning in Schools	PL1367M1B			2	15/01/2024	20/12/2024	£630	
Level 3 Diploma in Supporting Teaching & Learning in Schools	PL1829M1B			3	16/01/2024	17/12/2024	£2,225	

If you are unemployed and in receipt of certain benefits OR are on a low income, your course could be free. See page 36 for further details.



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 FREE COURSES FOR JOBS

HOW TO APPLY

**FOLLOW THESE 5 SIMPLE STEPS TO START
YOUR JOURNEY TO A BRIGHTER FUTURE.**

STEP 1

Find the right course for you

More detail and the latest information on our courses can be found on our website at www.stokecollege.ac.uk.

STEP 2

Enquire or Apply

Online - For all of our courses you can enquire or apply online. Simply find the course you want and click on the 'enquire/apply' button.

In Person - You can also come along to our campuses where we will be happy to help you find the right course for you.

STEP 3

Check eligibility for FREE courses

If you need further advice on eligibility for FREE courses we will discuss this with you.

See page 36 for more information.

STEP 4

Course Discussion

For some of our courses you will need an informal discussion with one of our team to ensure the course is right for you. We will let you know if this applies to the course(s) you are interested in.

STEP 5

Enrolment

You will need to complete an enrolment form to guarantee you a place on your chosen course. You will need to bring a form of ID with you to complete your enrolment. Course fees are also payable at this stage (where applicable).

**It's now even easier to find the information
you need online at www.stokecollege.ac.uk**

You can:

- Search for more information on our courses
- Enquire & apply online
- Use our Live Chat facility to answer any queries
- Match your career interests with our courses
- View our facilities with our interactive virtual tours
- Keep up-to-date on our latest news and events



OUR OPENING HOURS:

TERM TIME

Cauldon

Monday and Tuesday, 8.30am – 6pm
Wednesday and Thursday, 8.30am – 4.30pm
Friday, 8.30am – 4pm

Burslem

Monday and Wednesday, 8.30am – 4.30pm
Tuesday and Thursday, 8.30am – 6pm
Friday, 8.30am – 4pm

NON-TERM TIME

Cauldon and Burslem

Monday to Friday, 8am – 4pm

CONTACT OUR ADMISSIONS AND ADVICE TEAM TODAY:

Live chat: www.stokecollege.ac.uk

Email: admissions@stokecoll.ac.uk

Call: 01782 603634

For more information you can:

- Visit one of our Open Events – find the latest dates at www.stokecollege.ac.uk/open-events
- Pop in to our Burslem or Cauldon Campus
- Visit our website
- For general enquiries call: 01782 208208

COURSE FEES AND PAYMENTS

**FOR MANY OF OUR LEARNERS YOUR
COURSE WILL BE FREE.**

To see if this applies to you please see below, or for further advice contact our Admissions Team on **01782 603634** or email **admissions@stokecoll.ac.uk**

DO I HAVE TO PAY?

Your course is FREE if you are:

- Studying a Level 2 Distance Learning course and live in England (subject to a postcode check)
- Studying English/Maths (if you don't have GCSE grade 4/C or above)
- Unemployed and in receipt of certain benefits and studying selected courses
- Aged 19-23 and studying an eligible first full Level 2 (or 3) qualification
- Aged 19-23 and studying an Entry or Level 1 course (excl. ESOL) to progress to a first full Level 2
- Aged 19+ and don't already have a full Level 3 qualification, studying a Level 3 FREE Courses for Jobs qualification
- Aged 19+, are unemployed and in receipt of a state benefit or on a low wage (less than £20,319), studying a Level 3 FREE Courses for Jobs qualification (regardless of prior qualifications)
- Have a gross income of less than £20,319 per annum, are eligible to study in England and studying selected courses

If you believe you are entitled to FREE tuition, you will need to bring evidence with you when you enrol where appropriate, such as an entitlement letter or award notice.

POSTCODE CHECK

Some parts of England have their own local funding arrangements so we'll need to check if you are eligible to study with us if you live in Greater London, Greater Manchester, Liverpool City Region, West of England, West Midlands, Tees Valley, Cambridgeshire or Peterborough, Newcastle Upon Tyne, North Tyneside or Northumberland.

HOW TO PAY

If you are not eligible for free tuition, we can still help to make paying for your course as easy as possible.

There are four ways to pay:

01 PAY IN FULL AT THE START OF YOUR COURSE

We will accept payment of fees by cash or credit/debit card.

02 PAY WITH A LOAN

Advanced Learner Loans are available for selected Level 3 to Level 6 qualifications, or a HE Loan is available for Higher Education courses - **see page 38 for details.**

03 INTEREST-FREE PAYMENT PLAN

Payment is accepted in instalments for courses lasting at least one term (normally 12 weeks) and when the fees total £100 or more.

Level of fee payable	Number of instalments
£100 – £499	Four equal instalments
£500 or more	£100 deposit with up to eight equal instalments (subject to the duration of the course)

04 SPONSORED LEARNERS

Where payment of fees is made by an employer or sponsor, the College requires a letter on a company letterhead confirming that course fees will be paid upon invoice, payable within 21 days.

For our full payment terms and conditions and refunds policy, please visit our website

WWW.STOKECOLLEGE.AC.UK

For more information

call our Admissions Team on

01782 603634

or email admissions@stokecoll.ac.uk

LOANS AND FINANCIAL SUPPORT

ADVANCED LEARNER LOANS

Available through Stoke on Trent College

Loans are available to meet the tuition costs of selected Level 3 to Level 6 qualifications.

Loans are available to individuals who are:

- Aged 19 or over at the start of their course
- Resident in the UK (minimum 3 years)
- Have not previously had a loan to do the same level and type of qualification

Loans will not be means tested, be subject to credit checks or employment status. You won't have to pay anything back until you are earning over £25,000* per year and the loan will be written off after 40 years. If the loan is for an Access to Higher Education programme and you successfully go on to complete a Higher Education course, you won't have to pay back your Advanced Learner Loan.

*Correct at the time of print.

You should be aged 19 or over on 31st August 2023. Some parts of England have their own local funding arrangements so we'll need to check if you are eligible to study with us if you live in Greater London, Greater Manchester, Liverpool City Region, West of England, West Midlands, Tees Valley, Cambridgeshire or Peterborough, Newcastle upon Tyne, North Tyneside, Northumberland or West Yorkshire.

FINANCIAL SUPPORT – ADULT BURSARY

Available through Stoke on Trent College

The College has a range of financial support packages available for learners studying selected courses up to Level 3. If you have a combined household gross annual income of £32,000 or less you may be eligible for financial assistance towards the cost of your fees, travel, equipment, childcare and/or other expenses.

For details contact the Student Assistance Team on **01782 603634** or email studentassistance@stokecoll.ac.uk



COLLEGE FACILITIES OPEN TO OUR COMMUNITY & PARTNERS



DID YOU KNOW?

MANY OF OUR EXCELLENT FACILITIES ARE OPEN TO THE PUBLIC AS WELL AS TO OUR STUDENTS.

Whether you're looking for an exciting new place to eat, a friendly and supportive place to workout or somewhere to pamper yourself, take a look at what we have to offer... **all available at discounted rates.**



WE OFFER:

- FINE DINING IN OUR COLLEGE RESTAURANT 'THE HAMMERSLEY'
- FULLY EQUIPPED GYM IN OUR SPORTS ACADEMY
- HAIR AND BEAUTY TREATMENTS IN OUR SALONS & SPA

For more information contact us

on 01782 208208 or visit

www.stokecoll.ac.uk/open-to-the-community



**STOKE
ON TRENT
COLLEGE**

BURSLEM CAMPUS

Moorland Road
Burslem
Stoke-on-Trent
ST6 1JJ

CAULDON CAMPUS

Stoke Road
Shelton
Stoke-on-Trent
ST4 2DG

Tel: 01782 208208

Email: info@stokecoll.ac.uk



The Quality in Careers Standard >>>



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news and information



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