



South  
Lanarkshire  
College  

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East Kilbride

# QUICK GUIDE TO COURSES

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## Looking to further your education?

### We offer a wide range of courses to suit your interests and lifestyle

Here's a quick guide to our full and part-time (day and evening) courses. If you see a course you like, visit [www.slc.ac.uk](http://www.slc.ac.uk) for the most up-to-date course details, or call our Advice Centre on **01355 270750** and speak to one of our friendly and experienced advisors who'll be happy to help.

### A state-of-the-art college campus in which to study

Our campus in the Scottish Enterprise Technology Park in East Kilbride offers you a bright, modern learning environment including: excellent learning resources; support for learning; experienced and supportive staff; a student advice centre; state-of-the-art hair and beauty salon and spa; realistic training restaurant, bistro and kitchens; well-equipped workshops; a wide selection of places to eat; spacious, bright, comfortable seating areas; a nursery; student entrance and car park; cash machine; quiet room and chaplaincy service.

## How and when to apply

**Step 1** Start looking at courses you want to study.

**Step 2** Apply.

Visit [www.slc.ac.uk](http://www.slc.ac.uk) to apply online, call into college or contact our Advice Centre on **01355 270750** who will send you out a paper application form.

**Top tip:** apply as early as possible to give you the best chance of getting a place on the course you want.

**Step 3** We'll let you know that we've received your application.

**Step 4** We'll let you know if you've been invited to interview.

**Step 5** We'll let you know the outcome of your interview.

**Step 6** If you receive a conditional or unconditional offer from us, apply as early as possible for your funding so that this is in place for the start of your course.

## Where and when to apply for funding

**Step 1** You receive a conditional or unconditional offer from South Lanarkshire College East Kilbride (SLCek).

**Step 2** Apply straight away for the appropriate funding for your course and include all the required documents.

Students on Higher National Certificate (HNC) and Higher National Diploma (HND) courses should apply to The Student Awards Agency for Scotland (SAAS) for their fees and for the Student Loan. Apply online at [www.saas.gov.uk](http://www.saas.gov.uk).

Students on FE (non-advanced level) courses - SWAP, Higher Studies, Intermediate 1, Intermediate 2, National 3, 4 & 5, SCQF Level 5 & 6, City & Guilds, SVQ 3 & 2, NC, NQ NCGA, - should apply for a College Bursary and/or Educational Maintenance Allowance (EMA).

### Top tips

#### Beware of phishing scams targeting students.

The Student Loans Company (SLC) and the College's Bursary, Finance or Student Services Teams will never contact you by email asking you to confirm your bank or other personal details.

#### Contact our Advice Centre at any time.

Don't be shy, lots of help and advice is available, you don't need to make an appointment.

### Checklist

Most funding is means tested. Help us and the other funding bodies assess your application quickly and accurately by checking that:

- ✓ You're applying to the correct funding body
- ✓ You're applying on the correct form
- ✓ You've completed all sections of the application form in full
- ✓ You've submitted all supporting paperwork and evidence with your application (originals, if requested)
- ✓ Your application is submitted as early as possible

An offer of a place, or a course at the College does not guarantee any support for fees, bursary, maintenance, travel, personal care, support needs, childcare or individual hardship.

## The Scottish Credit and Qualifications Framework

To help you understand the full range of qualifications we offer, and how they relate to each other, have a look at the handy table below, developed by The Scottish Credit and Qualifications Framework (SCQF).



SCQF	SQA Qualifications		Qualifications of Higher Education Institutions	SVQs/MAs	
12	Some SQA qualifications are changing between 2013-2016. See <a href="http://www.sqa.org.uk/readyreckoner">www.sqa.org.uk/readyreckoner</a>	Professional Development Award	Doctoral Degree	Professional Apprenticeship	
11			Masters Degree, Integrated Masters Degree, Post Graduate Diploma, Post Graduate Certificate	Professional Apprenticeship SVQ 5	
10			Honours Degree, Graduate Diploma, Graduate Certificate	Professional Apprenticeship	
9			Bachelors / Ordinary Degree, Graduate Diploma, Graduate Certificate	Technical Apprenticeship SVQ 4	
8			Higher National Diploma	Diploma of Higher Education	Technical Apprenticeship SVQ 4
7			Advanced Higher Scottish Baccalaureate	Higher National Certificate	Certificate of Higher Education
6	Higher	National Certificate & National Progression Award		Modern Apprenticeship SVQ 3	
5	National 5 Intermediate 2			Modern Apprenticeship SVQ 2	
4	National 4 Intermediate 1			SVQ 1	
3	National 3 Access 3				
2	National 2 Access 2				
1	National 1 Access 1				

This Framework diagram has been produced to show the mainstream Scottish qualifications already credit rated by SQA and HEIs. However, there are a diverse number of learning programmes on the Framework, which, due to the limitations of this format, cannot be represented here. For more information, please visit the SCQF website at [www.scqf.org.uk](http://www.scqf.org.uk) to view the interactive version of the Framework or search the Database. N.B. MA Frameworks have a notional level on the SCQF, but all component parts are credit rated.

## What you can study

### Accounting, Business & Management

SCQF Level 4 PTD PTE

Contact Centre Employability Skills  
NPA

SCQF Level 4 PTD PTE

Certificate of Work Readiness

SCQF Level 4 or 5 PTD PTE

Enterprise & Employability  
NPA

SCQF Level 5 PTD PTE

Business Improvement Techniques  
NPA

SCQF Level 5 PTD PTE

Business and Marketing  
NPA

SCQF Level 6 PTD PTE

English  
Higher

SCQF Level 6 PTD PTE

Human Resources and the Law  
NPA

SCQF Level 6 PTD PTE

Management  
PDA

SCQF Level 6 FT

Business & Accounting  
Higher

SCQF Level 6 PTE

Literature 1 & Communication  
Higher

SCQF Level 7 PTD PTE

Enterprise and Employability  
PDA

SCQF Level 7 PTE

Book-keeping  
PDA

SCQF Level 7 PTD

Financial Accounts  
PDA

SCQF Level 7 FT

Human Resource Management  
HNC

SCQF Level 7 FT PTD PTE

Accounts  
HNC

SCQF Level 7 FT PTD PTE

Business  
HNC

SCQF Level 8 FT

Human Resource Management  
HND

SCQF Level 8 PTD PTE

Managing Finances  
PDA

SCQF Level 8 FT

Accounting  
HND

SCQF Level 8 FT

Business  
HND

SCQF Level 9 FT

Accounting  
BAcc

### Administration, Creative Industries & Events

SCQF Level 4 FT PTD

Photo Imaging  
City & Guilds Level 1

SCQF Level 4 FT

Technology for Business

SCQF Level 5 PTD PTE

European Computer Driving Licence  
(ECDL)

SCQF Level 5 FT PTD

Information Technology  
NPA

SCQF Level 5 FT PTD

Administration Office Skills  
NPA

SCQF Level 5 FT PTD

Administration & IT

SCQF Level 5 FT

Travel & Tourism

SCQF Level 6 PTD PTE

Advanced European Computer Driving  
Licence (ECDL)

SCQF Level 6 PTD

Door Supervision  
BIIAB

SCQF Level 7 PTD PTE E BR

Events Operations  
PDA

SCQF Level 7 FT PTD

Care, Administrative Practice/  
Administration route  
HNC

SCQF Level 7 PTD

Office Administration  
PDA

SCQF Level 7 PTD

Technology for Business  
PDA

SCQF Level 7 FT PTD

Administration & Information Technology  
HNC

SCQF Level 7 FT PTD

Events  
HNC

SCQF Level 7 FT PTD

Interactive Media  
HNC

SCQF Level 8 FT PTD

Events Management  
HND

### Hospitality & Professional Cookery

SCQF Level 4 FT PTD

Hospitality Services  
SVQ 1

SCQF Level 4/5 PTD PTE

Elementary Food Hygiene (REHIS)

SCQF Level 5 FT PTD

Professional Cookery (including  
Food & Beverage Service) SVQ 2

SCQF Level 5 FT

Professional Cookery  
SVQ 2

SCQF Level 6 FT PTD

Professional Cookery  
SVQ 3

SCQF Level 6 PTD PTE

Scottish Certificate for Personal Licence  
Holders BIIAB

SCQF Level 6 PTD PTE

Scottish Certificate for Personal Licence  
Holders (Refresher) BIIAB

## What you can study continued

SCQF Level 6 Scottish Certificate for Licenced Premises Staff BIIAB	PTD PTE	SCQF Level 6 Working with Communities	FT PTD
SCQF Level 6 Hospitality Higher	FT PTD	SCQF Level 7 Working with Communities HNC	FT PTD
SCQF Level 7 Hospitality HNC	FT	<b>Learning Development</b>	
SCQF Level 7 Professional Cookery HNC	FT PTD	SCQF Level 4 English for Speakers of Other Languages (ESOL) 1	PTD
SCQF Level 8 Hospitality Management HND	FT PTD	SCQF Level 4 English for Speakers of Other Languages (ESOL) 2	PTD
<b>Supported Programmes</b>		SCQF Level 4 British Sign Language Level 1	PTE
SCQF Level 1/2/3 Life Options SVQ 1	FT PTD	SCQF Level 5 British Sign Language Level 2	PTE
SCQF Level 3 An Introduction to Further Education	FT	SCQF Level 6 Supporting Adult Literacies Learning PDA	PTE E
<b>Horticulture</b>		SCQF Level 7 Dyslexia PDA	PTE E
SCQF Level 4 Introduction to Horticulture	FT PTD	SCQF Level 8 Tutoring Adult Literacies PDA	PTE E
SCQF Level 5 Horticulture NC	FT	SCQF Level 9 Teaching Practice in Scotland's Colleges PDA	PTE E
<b>Working with Communities</b>		SCQF Level 9 Developing Teaching Practice in Scotland's Colleges	PTD PTE E

## Beauty & Fitness

SCQF Level 4 Creative Beauty	FT	SCQF Level 6 Education Support Assistance PDA	PTE
SCQF Level 4 Sport & Fitness	FT	SCQF Level 6 Early Education & Childcare	FT
SCQF Level 5 Beauty Therapy SVQ Level 2	FT	SCQF Level 6 Access to Humanities	FT
SCQF Level 6 Beauty Therapy SVQ Level 3	FT	SCQF Level 6 Access to Education	FT
SCQF Level 6 Artificial Nail Extensions	PTE	SCQF Level 7 Early Education & Childcare HNC	FT PTE
SCQF Level 6 Hand & Foot Treatments	PTE	SCQF Level 8 Childhood Practice PDA	PTE
SCQF Level 8 Beauty Therapy HND	FT	<b>Hairdressing &amp; Make-up Artistry</b>	
SCQF Level 8 Spa Therapies PDA Diploma	PTD E	SCQF Level 4 Cosmetology	FT
<b>Early Education, Childcare &amp; Humanities</b>		SCQF Level 5 Fashion Diploma	FT
SCQF Level 4 Early Education & Childcare National 4	FT	SCQF Level 5 Hairdressing	FT
SCQF Level 5 Child, Health & Social Care Intermediate 2	FT	SCQF Level 5 Media Make-up	FT
		SCQF Level 5 Hairdressing Technical Skills NPA	PTE

## What you can study continued

SCQF Level 6 Creative Hairdressing NPA	PTD PTE	SCQF Level 5 Social Services & Health Care SVQ Level 2	FT PTD
SCQF Level 6 Gents Hair Cutting	PTE	SCQF Level 6 Care Higher Studies with SVQ2	FT
SCQF Level 6 Media Make-up	FT	SCQF Level 6 Social Services & Health Care SVQ Level 3	FT PTD
SCQF Level 6 Hairdressing	FT	SCQF Level 6 Access to Nursing SWAP	FT
SCQF Level 6/7 Hairdressing Modern Apprenticeship SVQ 2 & 3	PTD	SCQF Level 7 Social Care HNC	FT PTD
SCQF Level 7 Hairdressing HNC	FT	SCQF Level 7 Care & Administrative Practice PDA	FT
SCQF Level 8 Make-up Artistry HND	FT	SCQF Level 7 Promoting Excellence in Dementia Care PDA	PTE
<b>Health &amp; Social Care</b>		SCQF Level 7 Administration of Medication PDA	PTE
First Aid at Work	PTD	SCQF Level 8 Additional Support Needs HND	FT PTD PTE
Emergency First Aid at Work	PTD	<b>Construction Access Courses</b>	
SCQF Level 4 Care National 4	FT	SCQF Level 4 Pre-apprentice Pathway	FT
SCQF Level 5 Care National 5	FT	SCQF Level 5 Building Insulation & Treatments Pathway	FT

SCQF Level 5 Construction Operations	FT	SCQF Level 5/6 Plastering City & Guilds Level 2 Diploma	FT
SCQF Level 5 Pre-apprentice	FT	SCQF Level 7 Advanced Craft	FT
SCQF Level 5 Plastering City & Guilds Level 1 Diploma	FT	Pre Skills Test Training	PTD
SCQF Level 5 Bricklaying City & Guilds Level 1 Diploma	FT	<b>Painting &amp; Decorating</b>	
SCQF Level 5/6 Bench Joinery City & Guilds Level 2 Diploma	FT	SCQF Level 5 Painting City & Guilds Level 1 Diploma	FT
SCQF Level 6 Bench Joinery City & Guilds Level 3 Diploma	FT	SCQF Level 5/6 Painting City & Guilds Level 2 Diploma	FT
<b>Timber Crafts</b>		SCQF Level 7 Advanced Craft	FT
SCQF Level 5 Glazing NVQ Level 2	BR	SCQF Level 7 Painting & Decorating Supervision HNC	PTD PTE
SCQF Level 7 Advanced Craft	FT	Pre Skills Test Training	PTD
Pre Skills Test Training	PTD	<b>Built Environment</b>	
<b>Trowel Crafts</b>		SCQF Level 6 Built Environment	FT
SCQF Level 5/6 Bricklaying City & Guilds Level 2 Diploma	FT	SCQF Level 7 Construction Management HNC	FT PTD PTE

## What you can study continued

SCQF Level 8 Construction Management HND	FT	SCQF Level 6 Energy Efficiency Domestic Heating	PTD
SCQF Level 7 Advanced Craft	FT	SCQF Level 6 Solar Thermal	PTD
Pre Skills Test Training	PTD	SCQF Level 6 Ground Source/Air Source Heat Pumps	PTD
<b>Plumbing, Gas &amp; Renewables</b>		SCQF Level 6 Solar Photo Voltaic	PTD
SCQF Level 5 Plumbing NPA	FT	SCQF Level 6 Mechanical Ventilation with Heat Recovery	PTD
SCQF Level 5 Domestic Gas Foundation	FT	SCQF Level 6/7 Domestic Energy Assessor	PTD
SCQF Level 5/6 Plumbing & Gas	FT	SCQF Level 6/7 Green Deal Advisor	PTD
SCQF Level 6 Gas & Renewables	FT	We also offer a variety of SVQ Level 2&3 qualifications for students who are in employment: Brickwork, Plastering, Roofing, Painting & Decorating, Carpentry & Joinery and Plumbing & Gas.	
SCQF Level 6 Domestic Gas Safety	PTD		
SCQF Level 6 BPEC Gas	PTD		
SCQF Level 5 Building Insulation & Treatments	FT		
SCQF Level 6 Unvented Domestic Hot Water	PTD		

## Training & Employment

SCQF Level 3 Personal Development for Employment 12 week course	FT
SCQF Level 4 Pathway to Hairdressing 12 week course	FT
SCQF Level 4 Pathway to Employment 11 week course	FT
SCQF Level 4 Pathway to Hospitality 14 week course	FT
SCQF Level 4 Pathway to Office Services 10 week course	FT
SCQF Level 6 Progression to Gas Upskilling 2 week course	FT

### **SAAS Part-Time Fee Grant**

If you're living in Scotland and studying a part-time higher education course you may be eligible for support with the cost of your course. You can apply at [www.saas.gov.uk](http://www.saas.gov.uk)

You have to be studying an eligible higher education course or continuing personal development at levels 1 – 10 on the Scottish Credit & Qualifications Framework (SCQF).

### **Childcare and Discretionary Funds**

In addition to Student Grants, Loans and Bursaries, students who are experiencing extreme financial hardship may seek assistance from the College through the Childcare and Discretionary funds.

These limited funds will be targeted at those students deemed to be most in need. You should apply as soon as you enrol.

You can find out more by contacting Student Services or the Bursaries Team in the College Advice Centre.

### **The Scottish Government**

You can also access high level information on funding and the cost of learning on the Scottish Governments website via the following web-link:

<http://www.scotland.gov.uk/Resource/0042/00426908.pdf>

### **Skills Development Scotland (SDS) Individual Learning Account**

SDS ILA

Tel: 0800 917 8000

Email: [ilalearners@sds.co.uk](mailto:ilalearners@sds.co.uk)

Website: [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)

For the most up to date course information visit

[www.slc.ac.uk](http://www.slc.ac.uk)

This quick guide is a general outline for those entering the College in the academic year indicated on the cover. Every effort is made to ensure that the contents and course descriptions are up-to-date and accurate at the time of publication.

## **Useful contacts**

### **Student Funding Team**

South Lanarkshire College  
College Way  
East Kilbride  
G75 0NE

Tel: 01355 807780

Fax: 01355 807781

Email: [bursaries@slc.ac.uk](mailto:bursaries@slc.ac.uk)

### **Admissions Team**

South Lanarkshire College  
College Way  
East Kilbride  
G75 0NE

Tel: 01355 270750

Email: [admissions@slc.ac.uk](mailto:admissions@slc.ac.uk)

### **Student Awards Agency for Scotland (SAAS)**

Gyleview House  
3 Redheughs Rigg  
Edinburgh  
EH12 9HH

Tel: 0300 555 0505

Web: [www.saas.gov.uk](http://www.saas.gov.uk)

Facebook: [www.facebook.com/saasfb](http://www.facebook.com/saasfb)

Twitter: [www.twitter.com/saastweet](http://www.twitter.com/saastweet)

### **Disabled Student Allowance (DSA)**

[www.yourdsa.com](http://www.yourdsa.com)

### **Student Loans Company (SLC)**

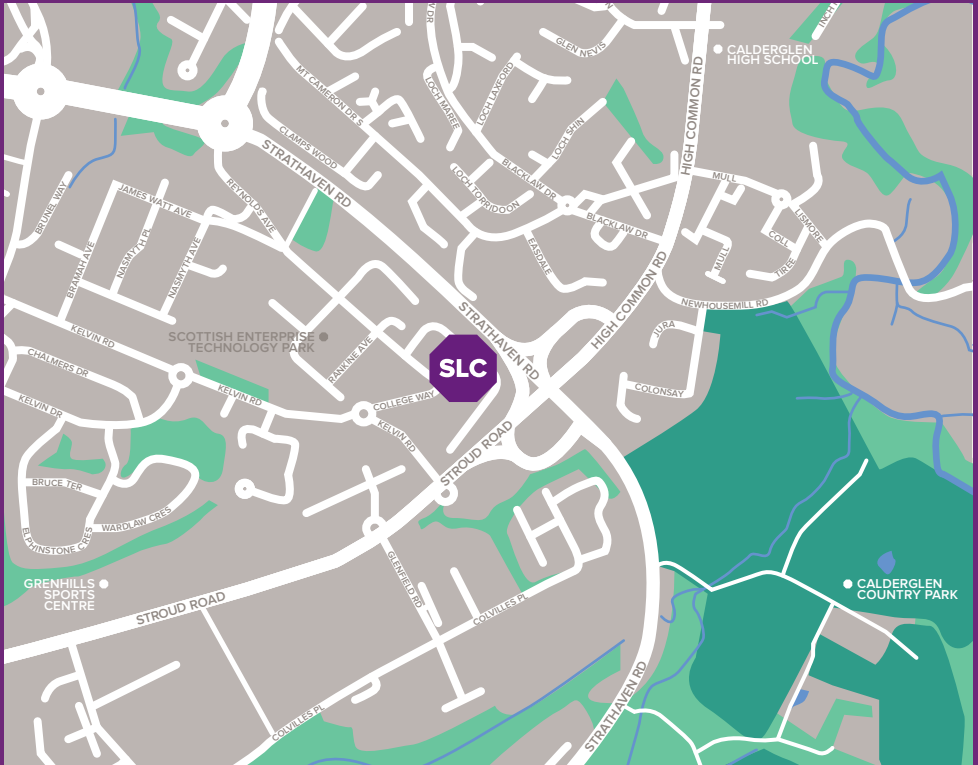
100 Bothwell Street  
Glasgow  
G2 7JD

Tel: 0141 306 2000

Fax: 0141 306 2005

Web: [www.slc.co.uk](http://www.slc.co.uk)





## Contact Us

South Lanarkshire College  
College Way  
East Kilbride  
G75 0NE

01355 270750

[www.slc.ac.uk](http://www.slc.ac.uk)

[admissions@slc.ac.uk](mailto:admissions@slc.ac.uk)



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