

Financial Information



Back to Education (BTE) Programme

This programme supports learners to take part in educational and personal development. To qualify you:

- Must have been accepted onto a qualifying course (this course qualifies)
- Must be over 21
- Must be receiving certain social welfare payments



Student Universal Support Ireland (SUSI) Grant

SUSI is the national awarding authority responsible for student grants. SUSI assess grant applications from prospective students hoping to attend approved further or higher education courses. Applications are made online and are subject to supporting documentation

Check out Testimonials from past students at www.stfarnans.ie

Application Form 2017/2018

Name:

Address:

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DOB: Nationality:

Email: Tel No:

PPSN: Medical Card No:

Examination Completed (LC/LCA/LCVP if applicable):

Name of most recent school attended:

Signed: Date:

Please return application form with the registration fee of €50 (non-refundable) to the school before 24th August 2017

QQI LEVEL 5 COURSE IN eBUSINESS 5M0828 Major Award



ST. FARNAN'S Post Primary School Prosperous Co. Kildare



COMMENCING SEPTEMBER 2017

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Web: www.stfarnans.ie



QQI Level 5 Course in eBusiness

This is a one year full-time course leading to a QQI (Formerly FETAC) Level 5 qualification. The course is designed to provide learners with vocational skills to enhance their prospects of securing lasting full-time employment or progression to further studies.

The programme is designed for:

- Learners who have completed the Leaving Certificate (Traditional, or LCA, or LCVP), and who require further vocational education and training to enhance their prospect of employment or progression to Higher Education at Level 6 or greater.
- People who are unemployed and are seeking to up-skill or learn a new skill in order to enhance their prospects of gaining employment and returning to the work force.
- Adults returning to education who may not have completed the senior cycle but have the necessary competencies and capacity to undertake the Programme.

Areas of Study

Modules include:

eBusiness, The Internet, Web Authoring, Desktop Publishing, Database Methods, Spreadsheet Methods, Computer Applications (*Access, Excel & PowerPoint*), Word Processing, Text Production, Communications, and Work Experience.

Microsoft Office Specialist (MOS) certification is the premier credential chosen by individuals seeking to validate their skills and advance their careers. Microsoft Office is a powerful service designed to unleash the best ideas, get things done and stay connected on the go. Certiport provides online practice tests that help students accurately determine their skill and knowledge level prior to taking the certification exam in a range of applications offered in the Microsoft Office Suite.

Application and Enrolment

There are a maximum number of 22 places available on the course. All potential applicants must complete an application form and undergo an interview to ascertain their suitability for the course. If you are interested in participating in the course, please fill in the application provided at the back of this leaflet and submit it to the school along with the registration fee of €50 (non-refundable). There is also a fee of €200 for participants of the course. This is exempt if the participant holds a medical card.

Work Experience

Learners complete a block of Work Experience in a company during the second term giving them the opportunity to practice skills and knowledge acquired on the course.

Career Preparation

This is a very important element of the course where CVs are prepared, interview techniques are practiced, and mock interviews are arranged. On completion of the course, learners have gained employment in many enterprises in the surrounding locality and the greater Dublin area.

Progression to Further Education

A large number of Learners who complete the course go on to Further Education in eg: IT Carlow, IT Tallaght, Waterford Institute of Technology, Ballyfermot College of Further Education and many other colleges.

