

DISCOVER OPPORTUNITIES WITH
THE BUCKS
COLLEGE
FACTOR



“

Thank you for picking up our course guide...

...Inside you will find information on what it is like to be a student at Buckinghamshire College Group, along with details of our full-time programmes, a guide to applying online, information about funding and how we support our students.

Everything we do is geared to give you the best possible College experience and to enhance your future employment prospects. We have a dedicated Workzone team that focuses on industry work placements, which are an integral part of your study programme. We believe this is vital to your development and gives you the best possible start when seeking employment, an apprenticeship or for securing a place at University.

When you are ready to take your first steps into College life, come along to one of our campus open events (find our dates online), meet our highly qualified staff, see our brilliant facilities and learn how we can support and develop your skills through your educational journey.

We hope you will want to be part of Buckinghamshire College Group and we very much look forward to welcoming you."

”

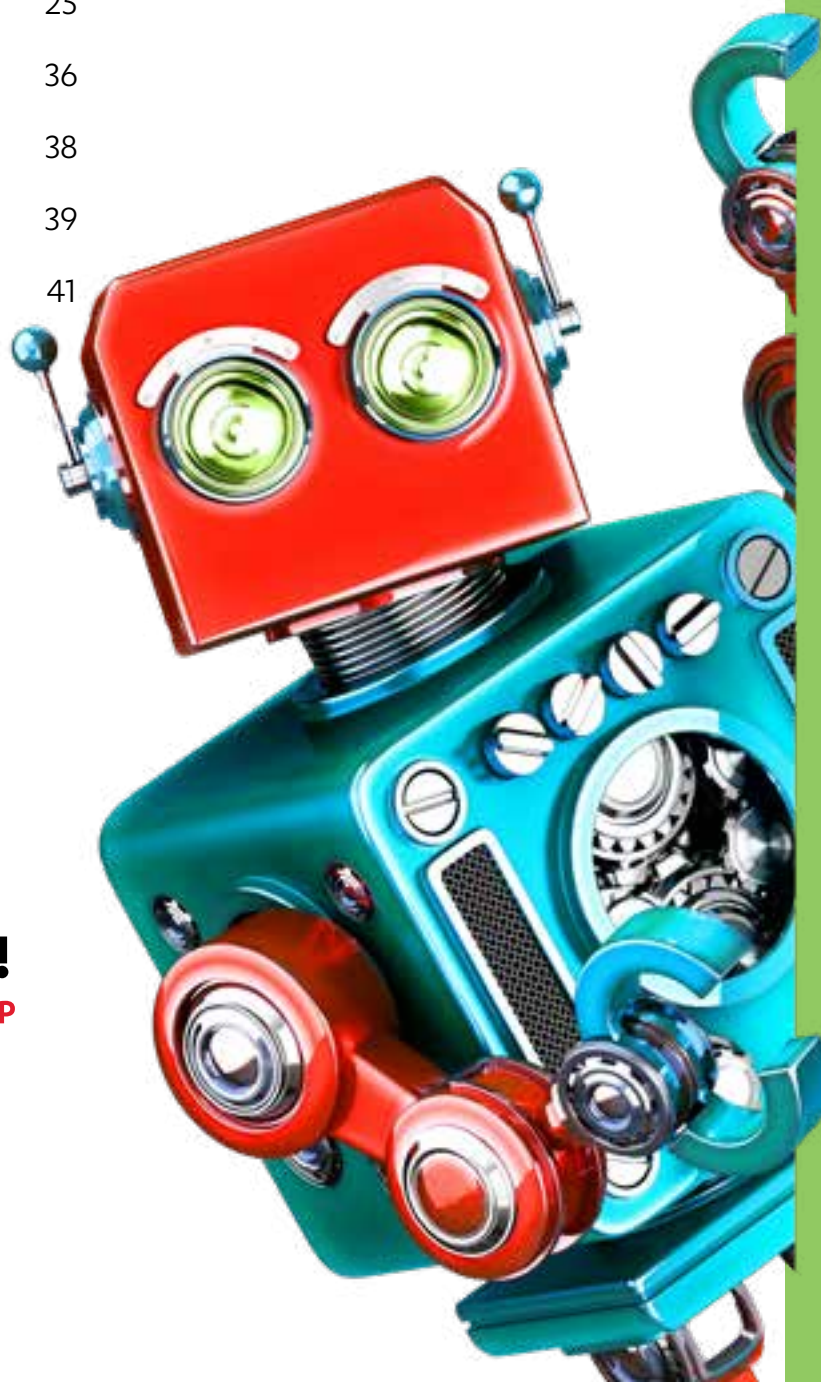
- Karen Mitchell
Principal & Chief Executive



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LET'S BE SOCIAL!
SEARCH **BUCKS** **COLLEGE** **GROUP**





WHY CHOOSE BUCKS COLLEGE GROUP?

Our goal at Buckinghamshire College Group is to prepare our students for their future career. We believe that the learning experience that they gain with us is critical in setting our students ahead of the competition and helping them to develop and excel in their chosen occupation.

We are a modern and progressive Further Education College with an excellent track record and are proud to offer a wide choice of vocational courses from full-time study programmes, part-time courses and professional courses to apprenticeships and Higher Education programmes.

We are proud to work with a network of local employers who are as committed as we are to our students all year round. We are the largest apprenticeship provider in the area with a track record of delivering excellent results.

Our buildings have state-of-the-art facilities filled with specialist and professional equipment, salons, studios and workshops. Our students and apprentices work alongside teachers and industry experts who help them learn about what it means to be a professional in their chosen field.

During their time at Buckinghamshire College Group, students quickly discover the importance

we place on preparing them for work; whether that's progression to university, an apprenticeship or straight into full-time work. We want our students to be the best they can be and always work alongside them in helping to achieving their goals.

Expectations at Buckinghamshire College Group are like those found at work. We insist that our students have high standards of work, are punctual, respectful and have a good attitude to learning both in and out of the classrooms and workshops.

While studying with us, students undertake work-experience and work-related activities; while continuing to improve their English, Maths and Digital Skills. All of which helps students build their CV and gain experience that makes them stand out from others when they leave us.

We strive for all our students to succeed. To help them during their studies, we have a range of support staff available to all throughout the College. This ranges from teachers, course tutors, careers coaches and our Student Services team.

Whatever subject you're interested in, whatever career you want to pursue - when you study at Buckinghamshire College Group you get more than a qualification, you gain what we call the Bucks College Factor!

**THE BUCKS
COLLEGE
FACTOR**



OUR CAMPUSES



Access to HE ●●

Accounting ●●

Animal Care ●

Apprenticeships ●●●

Art & Design ●●

Back Stage Theatre ●

Beauty Therapy ●

Business & Enterprise ●●●

Carpentry ●●

Catering & Hospitality ●

Childcare ●●

Computing & IT ●●●

Construction ●●

Counselling ●●●

Electrical ●●

ESOL ●●

Fashion Retail ●

Foundation Studies ●●●

Hairdressing ●

Health & Social Care ●●

Games Design ●

Law ●

Media: TV & Film ●

Media: Effects & Animation ●

Music ●

Motor Vehicle ●●

Performing Arts ●

Plumbing & Gas ●●

Public Services ●●

Science & Forensics ●●●

SFX & Prosthetics ●

Sport & Leisure ●●

Teacher Training ●

Aylesbury Campus

Our Aylesbury campus is purpose-built with modern workshops and classrooms, designed to provide a contemporary workplace for students. The campus has specialist workshops for Construction, Technology and Motor Vehicle programmes and there are fully equipped commercial kitchens for Hospitality and Catering students. We have dedicated salons for Hairdressing and Beauty Therapy programmes and specially designed studios for Games Design, Digital Design and Fashion programmes. Our Life Skills Centre is designed to give young adults with high needs the best possible start in life. We also operate a refectory, restaurant and a comprehensive student gym and sports hall.



Wycombe Campus



Wycombe is home to our Construction Skills Centre with over £7 million investment in recent years. New workshops for Carpentry and Motor Vehicle training sit alongside Brickwork, Plastering, Electrical and Plumbing spaces.

Sport students have use of a modern gym and a 3G football pitch built with support from the FA to their latest standards. The campus is home to the Future Life Centre, a purpose-built facility designed to help young adults with high needs integrate into society.

Amersham Campus

Amersham Campus benefits from large workshop spaces where Art and Design students can spread their creative wings.

The 120 seat Theatre on the Hill welcomes the community to watch our extremely talented Performing Arts students in action. Our TV, Film and Media students benefit from a Green Screen Studio, TV Studio, Edit Suites and Motion Capture equipment. Music students make use of rehearsal spaces, recording studios, project studios to develop and master their skills.



FULL-TIME COURSES: THE STUDY PROGRAMME

All of our full-time students, aged 16-18, are enrolled onto our specially developed Study Programme. We are ambitious for you to succeed, so our study programme has been formulated to prepare you for the future. This means as well as studying your chosen course, you will also work on important skills to help equip you for your future career.

1. Your Course

We offer a range of educational choices, supported by modern resources, inspirational teaching and purpose-built facilities. Our vocational qualifications involve studying both the theory and practical elements of a subject. This allows you to develop real occupational knowledge and progress into your chosen industry.

2. Tutorial

The purpose of tutorials is to support students to develop personally so they can demonstrate the appropriate attitudes and behaviours required within different contexts, such as learning or work environments.

The College is keen for students to build confidence in themselves as a person as well as a student. So there will be an opportunity for you to set individual targets that are specific to your learning needs. As well as focusing on your academic development, tutorials cover a wide range of topics such as inclusion, British Values, Prevent, mental health, growth mind-set and resilience.

Your tutorial is an important part of your course and attending tutorials will help you to be better prepared for life during and after College.

3. Independent Study

This is an opportunity for self directed study, when you can work on your assignments. You can also have further discussions and guidance on tutorial topics. Students can make the most of this time and learn key research and independent study skills.

4. Careers, Coaching & Progression

We want to make sure you are well prepared for your career, so this programme will support you in making impartial, informed career decisions. It will help you identify experiences where you can develop as an individual whether in the world of work or further progression to University or Higher Apprenticeships.

We will help you practice and develop all the skills and experience needed such as, writing a CV, preparing a Personal Statement and applying to University, preparing for an interview, knowing how to behave appropriately in the workplace, understanding the hidden job market, knowing your rights and responsibilities in the workplace as well as leadership and teamwork skills.

We use up-to-date Labour Market Information and work with the Local Enterprise Partnership to ensure that we are providing a bespoke programme tailored to the local and national job market.







5. Work Experience and Industry Placements

The expectation for all our Level 3 students is to complete a 45-day (315 hours) industry placement taking place 1-day a week or more outside your programme hours across the academic year.

For our Level 2 students, a 5-day (36 hours) work experience. This will take place over 5 weeks, 1 day a week outside your college hours. These placements need to be meaningful and relevant to you and your career aspirations.

Our Level 1 students are to complete a 5-day (36 hours) employability project, to be completed 1 day a week across a five week period outside your main course hours. Foundation and ESOL students will be supported to complete a 36 hours work experience.

The #WorkZone team can help you find somewhere suitable and support you through the process. If you are eligible for support for expenses such as travel and subsistence, you will continue to receive it.

The benefits of doing a placement or work experience

- You will improve your ability to secure a job.
- It is likely to result in further opportunities like paid employment and apprenticeships.
- You will develop your knowledge and skills relevant to your course and future career as well as the very important wider employability skills which are an essential addition on your CV.
- You will gain greater understanding of what it is like to work in your chosen industry.
- Arrangements will be put in place to support you with Special Education Needs (SEN) or Learning Disabilities or Difficulties (LDD) should you require it.

#WorkZone
All the help you need to get a job

6. English & Maths

It is easy to forget that Maths and English Language are in everything we do, and it is now a Government requirement to work towards qualifications in Maths and English before you leave education at the age of 18. However, having a good understanding of the English language is so much more than achieving a qualification. It impacts our daily life, our ability to communicate and can even affect our chances of progressing onto university or getting our dream job.

In order to ensure that you further develop your skills in English and Maths, you will continue to study these subjects as part of your study programme.

- If you have obtained a GCSE grade 4-9/A-C in English and Maths, you will be timetabled to complete Digital Skills. This will include essential digital skills to prepare you for life and work.
- If you have a GCSE grade 3/D or a Level 2 Functional Skills, you will be enrolled onto GCSE English and Maths.
- If you have a Level 1 Functional Skills in English or Maths, or GCSEs below a grade 3/D you will be individually assessed to ensure you are placed on the correct qualification. For vocational Level 1 courses, students tend to complete Functional Skills and at vocational Levels 2 and 3, students tend to complete GCSE. However, where this is not the most appropriate pathway for students then a Functional Skills pathway will be available.

All students are individually assessed to ensure that they are placed on the most appropriate course.

7. Digital Skills

The development of digital skills is part of the study programme for students who have successfully completed Maths and English GCSE.

The aim of the programme is to help you develop your industry related digital skills, ready for the workplace. Students develop skills in using industry-standard software, and can go on to achieve recognised certifications from Microsoft or Adobe.

DESIGNED INDUST



T-LEVELS

T Levels are a new, two-year qualification for 16 to 19 year olds that follow GCSEs. They are equivalent to three A Levels and attract UCAS points offering graduates the opportunity of moving into a job, an Apprenticeship or continuing to further study.

T Levels combine classroom theory, practical learning and a 45-day industry placement with an employer to make sure students have real experience of the workplace.

They have been developed in collaboration with employers so that the content meets the needs of industry and prepares students for work. They provide the knowledge and experience needed to open the door to highly skilled employment, an Apprenticeship or higher level study or university.

Around 80% of your time will be spent at College with the remaining 20% being spent at your placement. Experience with a real employer in a real workplace will allow you to apply the skills and knowledge you learn in the classroom to the job, giving you a taste of the world of work you expect once you complete your studies.

For September 2022 we offer T Levels in:

- Site Construction - Carpentry or Brickwork
- Building Services - Plumbing or Electrical
- Business
- Digital
- Education & Childcare
- Health
- Laboratory Science

To join a T Level programme, you will need a GCSE in English and Maths at Grade 4 and two other GCSEs at Grade 4 (including Science for some courses) or Level 2 Diploma in an appropriate subject (Merit).

T Level courses include the following compulsory elements:

- A technical qualification, which includes:
- Core theory, concepts and skills for an industry area
- Specialist skills and knowledge for an occupation or career
- An industry placement with an employer

How long does a T Level take?

Two years of full-time study or three years on a transition programme if haven't already achieved your GCSE English and Maths at grade 4 or above.

How long is the industry placement?

An industry placement lasts around 45 days, undertaken as a block and/or as individual days. The specific length of the placement and when it will take place will differ depending on your T Level.

Is this the right path for me?

T Levels are ideal if you have completed your GCSEs and want to get the knowledge and experience needed to get a skilled job.

Can I go to University after a T Level?

Yes, you can. T Levels get you work ready, but you can continue studying with a higher apprenticeship or degree.

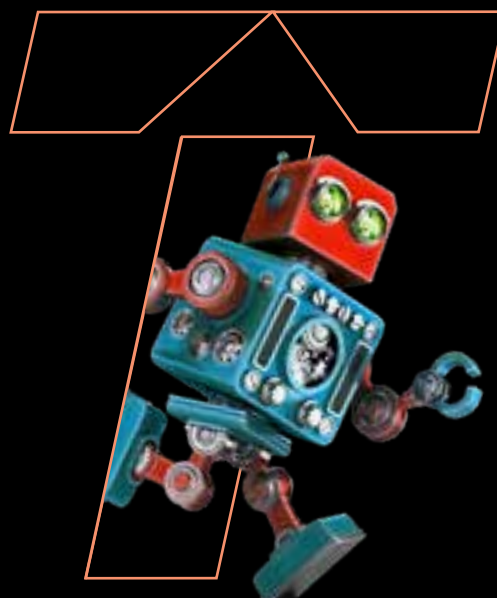
Will they be recognised by employers?

T Levels are designed with businesses and employers to make sure you have the skills and knowledge they are looking for in an employee.

Will there be any support for transport costs?

Buckinghamshire College Group has designated funding for industry placements which can be used to support you with your travel costs.

**To find out more, visit
buckscollegegroup.ac.uk/tlevels**



T LEVEL TRANSITION PROGRAMME

The T Level Transition Programme is a new type of 16 to 19 study programme, specifically designed to develop the skills, experience, knowledge and behaviours to support progression onto and succeed on a T Level.

It is targeted at students who are not ready to start a T Level but have the potential to progress onto one following a tailored preparation programme.

Why choose this?

It prepares you to progress and be successful on a T Level. It will build your knowledge and skills in English and Maths. You will complete work experience to equip you with the skills and confidence you need.

Core contents includes:

- Core theory, concepts and skills for an industry
- Diagnostic and guidance period
- English and Maths
- Work experience and preparation
- Pastoral support and personal development

To apply for a Transition programme, simply fill in the application for the relevant subject T-Level. The Transition programme option can then be discussed at your interview.



Childcare | Aylesbury Campus



Digital Design & Development | Aylesbury Campus



Health & Science | Wycombe Campus

PART-TIME & HIGHER EDUCATION COURSES

If you are thinking about studying at a higher level or even just interested in a new hobby, then anything is possible with a course at Buckinghamshire College Group. Deciding to take on a Higher Education course is a big decision. We can help you understand why studying a university-level programme at Buckinghamshire College Group will help you achieve your ambition.

There are so many benefits to studying locally, such as being able to work in your spare time and living at home. All of this means our courses are a cost effective alternative to University. We have a range of part-time courses exclusively for those aged 19 and over, offered at our three campuses. Options include Counselling, Hair & Beauty, English, Maths, Art & Design and Accountancy with many courses starting throughout the year.

Advanced Learner Loan

Advanced Learner Loans are to help adult learners 19 years or over to manage the costs of further education and training. The amount of money you can borrow depends on your course. Getting a loan does not depend on your income and is not subject to credit checks but there are certain criteria you must meet to be eligible for an Advanced Learner Loan.

- You should be aged 19 or older on the first day of your course
- You must currently live in the UK and have been living in the UK three years before starting your course, this includes those who have a 'settled status'.
- You are enrolled on an eligible Level 3 to 6 qualification

The Student Loans Company pay your loan directly to the College throughout your study. You can apply for up to four loans at the same time if the college agree. There are no restrictions due to your previous level of attainment but you can only receive one loan for an Access to Higher Education diploma.

To find out more, visit
buckscollegigroup.ac.uk/fees

Lifetime Skills Guarantee

If you are 19 or over, without a level 3 qualification and looking for the chance to change career, re-train or learn a practical skill, then we are able to help you achieve your goal with a FREE Level 3 qualification that is equivalent to three A-Levels.

With subjects available including Anatomy, Computing, Health & Social Care, Public Services and much more as part of the Government's Lifetime Skills Guarantee initiative to help you retrain, get qualified and enhance your career prospects in a way that suits your lifestyle.

Find out more, visit
buckscollegigroup.ac.uk/lifetime

LEARN SOMETHING NEW WITH
THE BUCKS
COLLEGE
FACTOR





Our Partnerships

It is important for industry and educators to work together to ensure that learners are given the most relevant and necessary skill-sets to help them become as employable as possible.

So as a leading educational institution, we are committed to raising the standard of teaching and learning in Buckinghamshire by working with many businesses, charities and other learning providers to bring you the best possible educational resources and experiences.

Our partners help us to provide things such as industry-recognised qualifications, learning technology, workshops, guest speakers, work experience and career opportunities. The examples above are just a few of the partnerships we have with key stakeholders in your future.



WE BLAZE OUR OWN TRAIL

88% of people continue in
employment after their
apprenticeship

Visit apprenticeships.gov.uk

FIRE IT UP



The College has been offering Apprenticeships since they started in the 1990s and we are now the largest Apprenticeship provider in the area with a track record of delivering excellent results.

We work with a network of local employers who are as committed as we are to ensuring that their employees are fully supported to succeed.

An Apprenticeship is a work-based training programme which includes on-and-off-the-job training which can be both formal and informal. There is an End Point Assessment which confirms your knowledge, skills and behaviour.

Apprenticeships are real jobs and apprentices must be employed for at least 30 hours per week.

The majority of Apprenticeships will contain nationally recognised qualifications which are relevant to the job role. An Apprenticeship can last for 1 to 4 years, depending on the subject area, and/or higher levels.

An apprentice must spend at least 20 percent of their time participating in off-the-job training. The perception is that Apprenticeships are often focused on young people aged 16-18. However, they can be used to support people of all ages, as well as an existing workforce to develop skills and support a career in a new occupation or job role.

Apprenticeships are available in a wide range of occupations and industries. We make sure that every Apprenticeship is relevant and appropriate both for the apprentice and for your business. Usually the level you start at depends on your existing levels of qualifications and your work experience.

Subjects available include:

- Business and Management
- Catering and Hospitality
- Childcare
- Computing and IT
- Construction
- Electrical
- Motor Vehicle
- Hairdressing and Barbering
- Health and Social Care

So how much will you be paid?

You are entitled to the relevant Apprenticeship national minimum wage. The minimum wage for apprentices is £4.30 per hour (as of April 2021), but many employers pay more than this. This is dependent on the sector, region, age and Apprenticeship level. For example, some higher apprentices can be paid as much as £300 to £500 per week.

Being at work

Your employer has an essential part to play in developing and delivering your Apprenticeship programme. You will receive on-the-job training relevant to your Apprenticeship programme. You will also be supported by us to complete your Apprenticeship qualification.

This is very different to school. It's a great opportunity to sample new experiences and develop new skills.

To start an Apprenticeship, you will need to be:

- 16 or over
- Living in England
- Not in full-time education

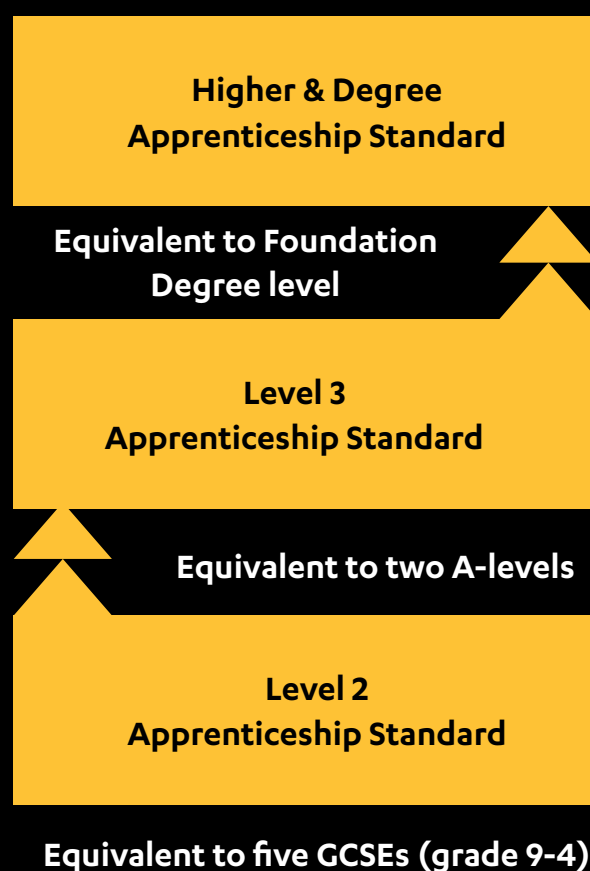
To apply you can:

- Contact us directly
- Check out Apprenticeships online, where you can find a whole range of Apprenticeship opportunities
- You can attend one of our open events – check the website for details

To find out more, visit
[buckscollegigroup.ac.uk/
 apprenticeships](https://buckscollegigroup.ac.uk/apprenticeships)



APPRENTICESHIPS: LEVELS EXPLAINED





FIRE UP YOUR CAREER

Thousands of government
funded apprenticeships
are available right now

Visit apprenticeships.gov.uk

WHICH LEVEL TO CHOOSE?

What is a course level and how do you choose the correct level for you?

Whether you have just left school, taken a break from learning and now want to gain qualifications for the world of work, are looking to study at the next level or go to University, we can help you find the right course and level for you.

The level structure groups qualifications together to provide a consistent way of assessing each level of achievement. For example, a Level 3 Extended Diploma is the equivalent of three A-Levels.

At Buckinghamshire College Group, we offer courses of all levels, for all abilities. Our levels range from 1 to 5, but do not worry, if you do not have a the right entry requirements, we can still help. We also offer pre-entry and entry level courses, and on completion of these you can go on to study at Level 1.

There are a range of different qualification types, this is the qualification you receive on completion of your course. These are set to a National Standard to ensure that different qualifications at the same level expect a similar standard of work.

Many of you may already have GCSEs, so, by gaining more qualifications, you open up a world of opportunities for your future career path!

What about those who do not have any GCSE qualifications but have previous work experience or other qualifications?

You can still apply if you are a mature student and have work experience in the area you wish to study or other qualifications – these may gain you additional credit and will be considered in your application to our courses.

Not sure which option to choose?
Try our handy course explorer, visit
buckscollegegroup.ac.uk/explore



FULL-TIME COURSES

AVAILABLE IN

ENTRY 3 - LEVEL 3

Available to those with no previous qualifications at Entry Levels. Level 1 upwards for those with some GCSEs or equivalent qualifications. Students leaving school typically start at Levels 1, 2 or 3 depending on results, chosen subject and practical experience.

PART-TIME COURSES

AVAILABLE IN

LEVEL 1 - LEVEL 3

Lower levels available to those with no previous qualifications or experience with experience or qualification requirements for higher levels.

APPRENTICESHIPS

AVAILABLE IN

LEVEL 2 - LEVEL 3

Available to those with little experience or previous qualifications at lowest level with requirements for higher levels.

T LEVELS

THE SAME UCAS POINTS
AS 3 A-LEVELS

LEVEL 3

Equivalent to three A-Levels. Essential for progressing on to University. 4 GCSE's grades 9-4 are required.

HIGHER EDUCATION

AVAILABLE IN

LEVEL 4 - LEVEL 7

Degree level courses. Minimum Level 3 or A-Levels required to study.



OUR COURSES

Level	Course	Campus	Mode	Duration (weeks)	Start
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Access to Higher Education

3	Access to Higher Education (Health Professions and Human Sciences)	AY	FT	36	Sept
3	Access to Higher Education (Humanities and Social Sciences)	AY	FT	36	Sept
3	Access to Higher Education (Nursing and Healthcare Professions)	AM	FT	36	Sept

Did you know?

Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an **Access** course once you complete a higher education course. This means you do not have to repay it. The higher education course must be eligible for student finance.

To find out more, visit
buckscollegigroup.ac.uk/funding

Key	
X	No Level
E	Entry Level 1/2/3
AM	Amersham Campus
AY	Aylesbury Campus
WY	Wycombe Campus
OS	Offsite
FT	Full-time
PT	Part-time
AP	Apprenticeship
HE	Higher Education
OL	Online Learning



Level	Course	Campus	Mode	Duration (weeks)	Start
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Accounting & Finance

2	AAT Certificate in Accounting	AY, WY	PT	See website	Sept, Feb
2	AAT Certificate in Bookkeeping	AY	PT	18	Sept
3	AAT Advanced Diploma in Accounting	AY, WY	PT	See website	Sept, Mar
4	AAT Professional Diploma in Accounting	AY, WY	PT	34	Sept, Jan

Courses are subject to change, please refer to buckscollegigroup.ac.uk for up-to-date information

buckscollegigroup.ac.uk

admissions@buckscollegigroup.ac.uk

Admissions: 01296 588 595

Level	Course	Campus	Mode	Duration (weeks)	Start
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Animal Care

2	Diploma in Animal Care	OS	FT	See website	Sept
3	Extended Diploma in Animal Management	OS	FT	See website	Sept

Art & Design

1	Ceramics, Sculpture and Pot Throwing (Daytime)	AM	PT	10	See website
1	Ceramics, Sculpture and Pot Throwing (Evening)	AM	PT	10	See website
1	Certificate in Creative Studies	AM	FT	36	Sept
1	Diploma in Art, Design and Media	AY	FT	36	Sept
1	Painting - Short Course	AM	PT	See website	See website
1	Printmaking - Short Course	AM	PT	See website	See website
2	Certificate in Art & Design	AM	FT	36	Sept
2	Diploma in Art and Design	AY	FT	36	Sept
3	Extended Diploma in Art and Design	AM, AY	FT	36	Sept
3	Extended Diploma in Graphic & Digital Design	AY	FT	36	Sept
3	Extended Diploma in Graphic Design	AM	FT	36	Sept
3	Foundation Diploma in Art and Design	AM	FT	36	Sept
4	UAL Professional Diploma (Art Department)	AM	FT	36	Sept

Beauty Therapy

1	Certificate in Hair and Beauty	AY	PT	14	Jan
1	College Certificate in Anatomy and Physiology	AY	OL	16	Jan
1	Diploma in Beauty Therapy	AY	FT	36	Sept
2	College Certificate - Spray Tanning	AY	PT	1	See website
2	College Certificate - Threading	AY	PT	1	See website
2	Diploma in Beauty Therapy	AY	FT	36	Sept

Courses are subject to change, please refer to buckscollegigroup.ac.uk for up-to-date information

Level	Course	Campus	Mode	Duration (weeks)	Start
2	Diploma in Beauty Therapy for Adults	AY	PT	36	Sept
3	Certificate in Anatomy, Physiology and Pathology (Lifetime Skills Guarantee)	AY	PT	36	Sept
3	Certificate in Swedish Massage (Evening)	AY	PT	18	Sept, Jan
3	Diploma in Beauty Therapy	AY	FT	36	Sept
3	Diploma in Beauty Therapy for Adults	AY	PT	36	Sept
3	Diploma in Reflexology (Evening)	AY	PT	35	Sept

Business & Enterprise

1	Introductory Diploma in Vocational studies (Business)	AM, AY	FT	36	Sept
1	Traineeship - Introductory Award in Business	AY, WY	PT	12	Jan
2	Apprenticeship Standard Customer Service	AY	AP	65	Anytime
2	Extended Certificate in Business	AM, AY	FT	36	Sept
3	Apprenticeship Business Administrator	AY, WY	AP	78	Anytime
3	Extended Diploma in Business	AM, AY	FT	36	Sept
3	Extended Diploma in Enterprise and Entrepreneurship	AM	FT	36	Sept
3	Extended Diploma in ESports	AM, AY	FT	36	Sept
3	T Level in Management & Administration	AM, AY	FT	See website	See website
3	T Level Transition Programme in Business	AM, AY	FT	See website	See website
5	Foundation Degree (FdA) in Business Management	AY	HE	36	Sept

Catering & Hospitality

1	Certificate in Food Preparation and Cooking	AY	PT	20	Jan
1	Certificate in Hospitality Services	AY	FT	36	Sept
1	College Certificate - Cooking on a Budget	AY	PT	3	Jun
1	College Certificate - Family Cooking for Fun	AY	PT	1	Feb

Level	Course	Campus	Mode	Duration (weeks)	Start
1	College Certificate - Gourmet Dinner Parties	AY	PT	1	Oct
2	Apprenticeship Standard Production Chef	AY	AP	65	Anytime
2	College Certificate - Young Bakers	AY	PT	1	Oct
2	Diploma in Professional Cookery	AY	FT	36	Sept
2	Diploma in Professional Cookery (Evening)	AY	PT	36	Sept
3	Apprenticeship Standard Senior Production Cooking	AY	AP	65	Anytime
3	Diploma in Professional Cookery	AY	FT	36	Sept
3	Diploma in Professional Cookery (Evening)	AY	PT	36	Sept
E	College Certificate - Healthy Eating	AY	PT	3	Jan
E	Entry 3 Certificate in Hospitality Services	AY	FT	36	Sept
E	The Great Bucks Bake Off	AY	PT	5	Oct

Childcare

2	Apprenticeship Standard for Early Years Practitioner	OS	AP	52	Anytime
3	Apprenticeship Standard for Early Years Educators	OS	AP	78	Anytime
3	Apprenticeship Standard for Teaching Assistants	OS	AP	78	Anytime
3	T Level in Education and Childcare	AY, WY	FT	72	Sept
3	Technical Certificate in Childcare and Education (Lifetime Skills Guarantee)	WY	PT	36	Sept
4	Certificate for the Early Years Advanced Practitioner	AY	PT	36	Sept
5	Foundation Degree (FdA) in Early Years	AY	HE	30	Sept

Computing

2	Certificate In CISCO CCENT	AY	PT	12	Sept, Jan
2	Certificate In CISCO CCNA	AY	PT	24	Sept
3	National Diploma in Business Information Systems (Lifetime Skills Guarantee)	AM, AY	PT	36	Sept
3	T Level in Digital, Design & Development	AM, AY	FT	72	Sept

Courses are subject to change, please refer to buckscollegigroup.ac.uk for up-to-date information

 buckscollegigroup.ac.uk

 admissions@buckscollegigroup.ac.uk

 Admissions: 01296 588 595

Level	Course	Campus	Mode	Duration (weeks)	Start
3	T Level Transition Programme in Computing	AM, AY	FT	36	Sept
5	Foundation Degree (FdSc) in Computing	AY	HE	30	Sept

Construction

1	Diploma in Bricklaying	AY, WY	FT	36	Sept
1	Diploma in Carpentry and Joinery	AY, WY	FT	36	Sept
1	Diploma in Construction (Multi-skilled)	AY, WY	FT	36	Sept
1	Traineeship - Introduction to the Construction Industry	AY, WY	PT	12	Jan
2	Apprenticeship Standard Bricklaying	AY	AP	104	Sept
2	Apprenticeship Standard Carpentry & Joinery	AY	AP	104	Sept
2	Diploma in Bricklaying	AY, WY	FT	36	Sept
2	Diploma in Bricklaying (Evening)	AY, WY	PT	36	Sept
2	Diploma in Site Carpentry	AY, WY	FT	36	Sept
2	Diploma in Site Carpentry (Evening)	AY, WY	PT	36	Sept
3	Apprenticeship Standard Advanced Carpentry & Joinery	AY	AP	78	Sept
3	T Level in Building Services Engineering for Construction	AM, WY	FT	See website	See website
3	T Level in Onsite Construction	AM, WY	FT	See website	See website
E	Certificate in Skills for Employment in the Construction Industries	AY, WY	FT	36	Sept

Counselling

1	Introduction to Counselling Skills (CPCAB)	AM, AY, WY	PT	7	Sept, Jan
2	Certificate in Counselling Skills (CPCAB)	AM, AY, WY	PT	24	See website
3	Certificate in Counselling Skills (ABC)	AM	PT	27	Nov
3	Certificate in Counselling Studies (CPCAB)	AY	PT	33	Sept
4	Diploma in Therapeutic Counselling (ABC)	AM, WY	PT	34	Sept
4	Diploma in Therapeutic Counselling (CPCAB)	AY	PT	36	Sept
5	Diploma in Psychotherapeutic Counselling	AY	HE	9	Jan

Level	Course	Campus	Mode	Duration (weeks)	Start
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Creative Media

1	Diploma in Creative Digital Media	AM	FT	36	Sept
2	Diploma in Creative Media Production & Technology	AM, AY	FT	36	Sept
2	Diploma in Professional Competence for Crane Technicians	AM	PT	Up to 52	Anytime
2	Diploma in Professional Competence for Grips	AM	FT	See website	See website
3	Diploma in Professional Competence for Advanced Grips	AM	FT	See website	See website
3	Extended Diploma in Creative Media Production for Television & Film	AM	FT	36	Sept
4	UAL Professional Diploma (Film Production, Assistant Directing and Location)	AM	FT	36	Sept

Education & Training

3	Award in Education and Training	AY	PT	11	See website
5	Cert Ed (Certificate in Education)	AY	HE	60	Sept
5	Foundation Degree (FdA) in Educational Practice	AY	HE	30+	Sept

Electrical

2	Diploma in Electrical Installations (Buildings and Structures)	AY, WY	FT	36	Sept
2	Diploma in Electrical Installations (Evening)	AY, WY	PT	36	Sept
3	Apprenticeship Standard for Installation Electricians	AY, WY	AP	182	Sept
3	Diploma in Electrical Installations	AY, WY	FT	36	Sept

English for Speakers of Other Languages

E1	ESOL Skills for Life	AY, WY	PT	See website	See website
E2	ESOL Skills for Life	AY, WY	PT	See website	See website
E3	ESOL Skills for Life	AY, WY	PT	See website	See website
E1-3	ESOL Skills for Life Study Programme	AY, WY	FT	See website	See website
1	ESOL Skills for Life	AY, WY	PT	See website	See website
2	ESOL Skills for Life	AY, WY	PT	See website	See website
X	Preparation for the Life in the UK Test	AY, WY	PT	See website	See website

Level	Course	Campus	Mode	Duration (weeks)	Start
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Fashion

1	Short Course - Pattern Cutting & Sewing Techniques	AM	PT	10	Jan
2	Diploma in Fashion Retail	AY	FT	36	Sept
3	Extended Diploma in Fashion Retail and Communication	AY	FT	36	Sept

Foundation Learning

1	Certificate in Employability Skills (Traineeship)	AM, AY, WY	PT	See website	See website
1	Employability	AM, AY, WY	FT	See website	See website
1	Supported Internship Programme (Mission EmployAble)	AM, AY, WY	FT	See website	See website
E1-3	Certificate in Independent Living	AM, AY, WY	FT	See website	See website
E2	Entry 2 Award in Preparing to Get a Job	AM, AY, WY	FT	See website	See website
E2	Entry 2 Certificate in Preparing to Get a Job	AM, AY, WY	FT	See website	See website
E3	Entry Award in Moving on Up in Vocational Studies	AM, AY, WY	FT	See website	See website
E3	Entry Employability	AM, AY, WY	FT	See website	See website

Games Design

1	Diploma in Games Design	AY	FT	36	Sept
2	Diploma in Games Design	AY	FT	36	Sept
3	Extended Diploma in Games Design	AY	FT	36	Sept
3	Extended Diploma in Games Development	AY	FT	36	Sept

Hairdressing & Barbering

1	Certificate in Hair and Beauty	AY	PT	14	Jan
1	Diploma in Hairdressing	AY	FT	36	Sept
2	Apprenticeship Standard Barbering	AY	AP	104	Anytime
2	Apprenticeship Standard Hairdressing	AY	AP	104	Anytime
2	College Certificate in Creative Colouring (19+)	AY	PT	11	Sept

Courses are subject to change, please refer to buckscollegigroup.ac.uk for up-to-date information

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Level	Course	Campus	Mode	Duration (weeks)	Start
2	Diploma in Barbering	AY	FT	36	Sept
2	Diploma in Barbering for Adults	AY	PT	36	Sept
2	Diploma in Hairdressing	AY	FT	36	Sept
2	Diploma in Hairdressing for Adults	AY	PT	36	Sept
3	Apprenticeship Standard Professional Hairdressing	AY	AP	104	Sept
3	Diploma in Barbering for Adults	AY	PT	36	Sept
3	Diploma in Hairdressing (19+)	AM, AY	FT	36	Sept
3	Diploma in Hairdressing for Adults	AY	PT	36	Sept

Health & Social Care

1	Diploma in Introduction to Health, Social Care and Children's and Young People's Settings	AY, WY	FT	36	Sept
1	Traineeship - Preparing to work in Health and Social Care	AY, WY	PT	12	Jan
2	Apprenticeship Standard in Health & Social Care	OS	AP	78	Anytime
3	Apprenticeship Standard for Lead Adult Care Worker	OS	AP	78	Anytime
3	Apprenticeship Standard Senior Healthcare Support Worker	AY, WY	AP	78	Anytime
3	T Level in Supporting Healthcare	AY, WY	FT	72	Sept
3	Technical Certificate in Health and Social Care (Lifetime Skills Guarantee)	AY	PT	36	Sept

Law

2	Award in Legal Studies	AY	PT	20	Sept
2	Certificate in Legal Studies	AY	FT	36	Sept
3	Extended Certificate in Law (Business & Psychology)	AY	FT	36	Sept

Maths & English for Adults

We offer **FREE** practical Maths and English courses that focuses on business and professional skills needed in the workplace, giving you the chance to achieve a qualifications up to GCSE level. Upon application we will provide an initial assessment to make sure we offer a course that is right for your current working level.



To find out more, visit buckscollegigroup.ac.uk/gcses

Level	Course	Campus	Mode	Duration (weeks)	Start
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Motor Vehicle

1	Diploma in Vehicle Maintenance	AY, WY	FT	36	Sept
2	Apprenticeship Standard in Autocare Technician	AY, WY	AP	130	Sept
2	Diploma in Light Vehicle Maintenance and Repair	AY, WY	FT	36	Sept
3	Apprenticeship Standard Motor Vehicle Service & Maintenance Technician (Light Vehicle)	AY	AP	156	Sept
3	Diploma in Motor Vehicle	AY, WY	FT	36	Sept
E	Entry 3 Diploma in the Introduction to Motor Vehicle Industry	AY, WY	FT	36	Sept

Music

1	Award & Diploma in Music Performance and Production	AM	FT	36	Sept
1	Diploma in Music Performance and Production	AM	FT	36	Sept
3	Extended Diploma in Music Performance	AM	FT	36	Sept
3	Extended Diploma in Music Technology	AM	FT	36	Sept
4	UAL Professional Diploma in Music Performance	AM	FT	See website	See website
4	UAL Professional Diploma in Music Technology & Production	AM	HE	36	Sept

Performing Arts

2	Diploma in Performing and Production Arts	AM	FT	36	Sept
3	Diploma in Performing Arts	AM	FT	36	Sept
3	Extended Diploma in Back Stage Theatre	AM	FT	36	Sept
3	Extended Diploma in Live Events and Production	AM	FT	36	Sept
4	UAL Professional Diploma in Performing Arts	AM	FT	See website	See website

Photography

2	Certificate in Photography and Image Making	AM	FT	36	Sept
3	Extended Diploma in Photography Image & Vision	AM	FT	36	Sept

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Level	Course	Campus	Mode	Duration (weeks)	Start
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Plumbing & Gas

1	Diploma in Plumbing Studies	AY, WY	FT	36	Sept
2	Diploma in Plumbing (Evening)	AY, WY	PT	36	Sept
2	Diploma in Plumbing Studies	AY, WY	FT	36	Sept
3	Advanced Apprenticeship Standard Plumbing & Domestic Heating Technician	WY	AP	208	Sept

Public Services

1	Award in Improving Health and Fitness for Entry into the Uniformed Public Services	AY, WY	PT	9	Jan
1	Multi-Award Certificate in Sport & Public Services	AY, WY	FT	36	Sept
2	Police, Uniformed & Emergency Services	AY, WY	FT	36	Sept
3	Award in Public Services (Lifetime Skills Guarantee)	AY	PT	35	Sept
3	Police, Uniformed & Emergency Services	AY, WY	FT	35	Sept

Science & Forensics

3	BTEC National Extended Diploma in Forensic and Criminal Investigation	WY	FT	36	Sept
3	T Level in Laboratory Science	AY, WY	FT	72	Sept

Special Effects & Prosthetics

1	Diploma in Hair and Media Make-Up	AM	FT	36	Sept
2	Diploma in Hair & Media Make-Up	AM	FT	36	Sept
2	Diploma in Special Effects Make-up for Film, TV and Theatre	AY	FT	36	Sept
3	Extended Diploma in Make-up Artistry & Hair Design	AM	FT	36	Sept
3	Extended Diploma in Special Effects & Prosthetics Make-up for Film, TV and Theatre	AY	FT	36	Sept
4	UAL Professional Diploma (Hair and Make-up, Costume and Special Effects Makeup)	AM	FT	36	Sept

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THE BUCKS COLLEGE FACTOR



Level	Course	Campus	Mode	Duration (weeks)	Start
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Sport & Leisure

1	Multi-Award Certificate in Sport & Public Services	AY, WY	FT	36	Sept
2	Award in the Principles of Coaching Sport	AY	PT	12	Jan
2	Certificate in Fitness Instructing	AY	PT	08-Dec	Sept
2	Diploma in Sports Coaching	AY, WY	FT	36	Sept
3	Certificate in Personal Training	AY	PT	16	Jan
3	Diploma in Sports Coaching and Development	WY	FT	36	Sept
3	Extended Diploma in Sport and Exercise Sciences	WY	FT	36	Sept



Don't forget to become a class rep!

When you begin your journey with us, you will have the opportunity to get involved in College life and have your say by joining the Buckinghamshire College Group Student Voice. Speak with Student Services or visit our website to find out more.



STUDENT SUPPORT

Student Welfare

All aspects of Student Welfare are managed by our Student Services department. Based at the heart of each campus, our Student Services team work tirelessly to provide advice, safety and reassurance to our students.

Student Services can advise and assist you with financial problems, home troubles, accommodation or issues relating to your course, as well as providing one-to-one mentoring and general advice and guidance.

Financial Support

We understand that some prospective students may be worried about the costs relating to coming to College. We would like to reassure you that there is a range of financial support options available for students of all ages as part of the College Support Scheme (CSS).

The College Support Scheme is available to give financial assistance with costs associated with a course such as uniform, kit, books, DBS check, trips and transport as well as supporting you with Free College Meals, if you are eligible.

College Transport

Having difficulty figuring out how you are going to get to College? We make it straightforward travelling to and from our campuses, with our own fleet of buses as well as close links with local Buckinghamshire Transport networks.

All three campuses benefit from car parks where our students can park with a permit. Permits are available from our online store.

If you choose to use our bus services, you will need to purchase tickets in advance of your journey. Tickets are available from the campus reception.



Learning Support

Learning Support is a service for students who might need some extra help while studying with us. We can provide additional support for you if you have a learning difficulty, disability, medical condition or literacy and numeracy or a language need. It is available to all students subject to assessment and agreement of need and resources.

Learning Technology

As a student, the Learning Technology Team will provide you with access to a cutting-edge Virtual Learning Environment which acts as a portal to all your College digital services.

All students have an E-ILP, a digital area where you can monitor your progress, set ambitious targets, track attendance and more. This can be shared with parents or carers too via our Parent Portal.

You will have access to PCs, Macs, Chromebooks and iPads to assist with your studies, along with free WiFi if you wish to bring your own devices.

Find out more, visit
buckscollegegroup.ac.uk/support

HOW TO APPLY

Make your Application

Applying is easy, everything is online which means that you can make your application quickly and simply and we receive it straight away. If you do get stuck or have any questions, our Admissions Team are here to help, so if you are ready to apply, here is how to do it.

Once you have found the course that is right for you, go to the course page on our website and click the 'Apply Now' button at the top of the page.

You will need your basic contact information (including an email address), your parent or carer's details (emergency contact information if you are over 19 years old) and you'll need to answer a couple of very quick questions about your learning needs.

It is important that you take your time and complete the form fully.

Attend an Open Event

Our Open Events are the perfect way to find out what the College offers, meet our tutors and see our facilities. We have events scheduled throughout the year, but places fill up fast. For our latest events and to book a place, please visit our website.

Arranging your Interview

Once you submit your application you will receive an email confirming we have received it. Our Admissions Team will then call you on the phone number you have provided to arrange an interview. If we miss you then we will leave a message, please call us back.

We will arrange a time for an interview that suits you and then we will send you an email to confirm the date and time, so keep an eye on your inbox.

The Interview

Our interviews are informal, you will speak with one of our tutors about your experience and why you want to do the course you have chosen. For some courses, you may be asked to attend an audition, show us a portfolio or take part in a workshop as part of the application process. Whereas some courses will simply be a one-to-one chat with the course tutor. Whatever the format of your interview, we will be sure to let you know in advance! At the end of the interview, the tutor will tell you the outcome. Usually this will be either:

- An offer for the course, which might be conditional on you achieving certain exam grades.
- A reason why the tutor does not think that the course is right for you, with suggestions of alternative courses. The tutor may tell you that they are referring you back to our Admissions Team for further discussion with them. In this case, we will contact you.

If the tutor has given you an offer for the course, then you will receive an email confirming this. If this doesn't happen then please contact our Admissions Team.

Next Steps

Once you have received your offer then you are all set! We run information evenings in the Summer for students and their parents, and you will be invited to attend a session run by your department. There you will find out more about the course and when you will be enrolling. If you received a conditional offer, then you will be advised of the conditions and told how to fulfil them.

If you ever have any questions or you are not sure of the next step in the process, then please just get in touch with our Admissions Team.

Get your application in now, visit
buckscollegegroup.ac.uk

APPLY TODAY TO DISCOVER YOUR **THE BUCKS** *COLLEGE* **FACTOR**



GET IN TOUCH

For general enquiries, please contact the reception at the relevant campus.

Admissions

admissions@buckscollegigroup.ac.uk
Aylesbury | 01296 588 595
Wycombe | 01494 585 477
Amersham | 01494 585 503

Apprenticeships

apprenticeships@buckscollegigroup.ac.uk
01296 588 560

Aylesbury Campus

Oxford Road, Aylesbury,
Buckinghamshire, HP21 8PD
01296 588 588

Wycombe Campus

Spring Lane, Flackwell Heath,
High Wycombe, Buckinghamshire,
HP10 9HE
01494 585 555

Amersham Campus

Stanley Hill, Amersham,
Buckinghamshire, HP7 9HN
01494 585 273



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Aylesbury Wycombe Amersham

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