



West Nottinghamshire College
Adult Learning and Skills

MANY
COURSES ARE
FREE*

ADULT EDUCATION

COURSE GUIDE 2025

FREE* Access to Higher Education courses

FREE* construction skills courses

FREE* English, maths and IT courses

FREE* online courses

FREE* part-time or evening courses

FREE* rail engineering training

FREE* security training

wnc.ac.uk/adults

*Subject to eligibility.

Ofsted
Good
Provider

Version 6

IT'S NEVER TOO LATE!

Whether you're aiming to boost your career with a recognised qualification or delve into a new hobby, our wide range of adult courses cater to all.

Enjoy flexibility with our **online courses**. For professional growth or CV enhancement, explore our **professional training courses**. If your university dreams lack the required qualifications, our **Access to Higher Education courses** bridge the gap.

What's more, depending on your circumstances, many of our courses are **FREE*** or low-cost.

It's never too late — apply today!

WHY CHOOSE US?

AFFORDABLE

- Most courses are **FREE*** or low-cost
- Monthly bursaries and financial support for childcare*
- **FREE*** or discounted bus travel for full-time learners with the West Notts College Travel Scheme (wnc.ac.uk/travel-pass).

SUPPORTIVE

- Flexible timetables to fit around busy lifestyles
- Small class sizes
- High level of one-to-one support.

EMPLOYMENT-FOCUSED

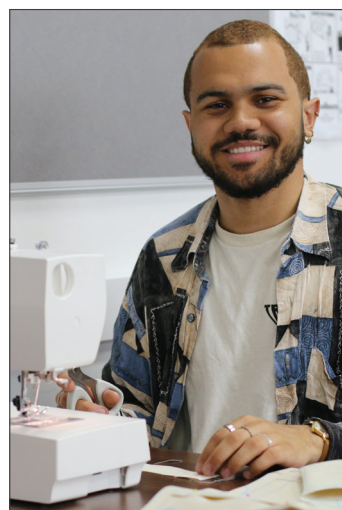
- Industry experienced tutors with up-to-date knowledge
- Ongoing multi-million pound investments in facilities
- Courses created in partnership with local employers to meet their specific needs.

HOW TO APPLY

You can apply for most full-time and online courses through our website. Just visit **wnc.ac.uk**, search for your course, and click the green 'Apply now' or 'Sign up' button to complete the online application form.

For our part-time or short courses, call us at **0808 100 3626** for more information.

SCAN TO
FIND OUT
MORE



The information in this guide is correct at the time of print – for the latest information, please check the college website **wnc.ac.uk** or call **0808 100 3626**.

* Subject to eligibility.

COURSES AVAILABLE

COURSE TITLE	DURATION	DAY/TIME	VENUE	COST
ACCESS TO HIGHER EDUCATION These courses are designed to help you take the first step towards university. With flexible study options, convenient timetables, and the potential to study for FREE*, there's never been a better time to start your journey to a dream career. Find out more wnc.ac.uk/accesstohe				
Access to HE Diploma (Business)	12-18 months	Starts September 2025	Online	FREE* to £3,022
Access to HE Diploma (Healthcare Professions)	1 year	Starts September 2025	Derby Road Campus	FREE* to £3,384
Access to HE Diploma (Nursing)	12-18 months	Starts September 2025	Online	FREE* to £3,384
Access to HE Diploma (Sciences)	1 year	Starts September 2025	Derby Road Campus	FREE* to £3,384
Access to HE Diploma (Social Science)	1 year	Starts September 2025	Derby Road Campus	FREE* to £3,022
Access to HE Diploma (Social Work)	1 year	Starts September 2025	Derby Road Campus	FREE* to £3,022
Access to Humanities	12-18 months	Starts September 2025	Online	FREE* to £3,022
ANIMAL CARE				
Reptile Keeper Experience	1 day	Thurs 31 July 9.30am-12.30pm	Derby Road Campus	FREE* or £15
Small Mammal Keeper Experience	1 day	Wed 30 July 9.30am-12.30pm	Derby Road Campus	FREE* or £15
BOOKKEEPING AND ACCOUNTING				
Budgeting for Small Business	1 day	Various	Derby Road Campus	FREE* or £50
Introduction to Accounting	1 day	Various	Derby Road Campus	FREE* or £50
Managing Cashflow	1 day	Various	Derby Road Campus	FREE* or £50
Understanding Financial Documents	1 day	Various	Derby Road Campus	FREE* or £50
AAT Award in Bookkeeping - Level 1	6 weeks	Thurs 9.30am-4.30pm	Derby Road Campus	£450
AAT Business Skills - Level 1	6 weeks	Various	Derby Road Campus	£450
AAT Certificate in Accounting - Level 2	1 year	Thurs 9.30am-3.15pm or 5.30-8.30pm	Derby Road Campus	£1,250
AAT Certificate in Bookkeeping - Level 2	20 weeks	Various	Derby Road Campus	£724
AAT Business Environment Synoptic - Level 2	10 weeks	Various	Derby Road Campus	£451.50
AAT Introduction to Bookkeeping - Level 2	9 weeks	Various	Derby Road Campus	£375.50
AAT Principles of Bookkeeping Controls - Level 2	8 weeks	Various	Derby Road Campus	£332.50
AAT Principles of Costing - Level 2	8 weeks	Various	Derby Road Campus	£332.50
AAT Diploma in Accounting - Level 3	1 year	Wed 9.30am-3.15pm	Derby Road Campus	£2,573
AAT Certificate in Bookkeeping - Level 3	17 weeks	Various	Derby Road Campus	£1,260
AAT Business Awareness - Level 3	6 weeks	Various	Derby Road Campus	£549.50
AAT Financial Accounting - Preparing Financial Statements - Level 3	10 weeks	Various	Derby Road Campus	£960.50
AAT Management Accounting Techniques - Level 3	12 weeks	Various	Derby Road Campus	£806.50
AAT Tax Processes for Business - Level 3	7 weeks	Various	Derby Road Campus	£498.50
AAT Applied Management Accounting - Level 4	14 weeks	Mon 9.30am-3.30pm Mon, Tues 6-9pm	Derby Road Campus	£780
Business Tax - Level 4	6 weeks	Various	Derby Road Campus	£486.50
AAT Drafting and Interpreting Financial Statements - Level 4	10 weeks	Various	Derby Road Campus	£633.50

Follow us to keep up-to-date with all the latest courses available in your area.



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COURSE TITLE	DURATION	DAY/TIME	VENUE	COST
AAT Internal Accounting Systems and Controls - Level 4	7 weeks	Various	Derby Road Campus	£486.50
AAT Personal Tax - Level 4	8 weeks	Various	Derby Road Campus	£486.50
BUSINESS				
Certificate in Digital Marketing - Level 2	190 hours	Flexible	Online	FREE*
Certificate in Equality and Diversity - Level 2	180 hours	Flexible	Online	FREE*
Certificate in Information, Advice and Guidance - Level 2	150 hours	Flexible	Online	FREE*
Certificate in Lean Organisation Management Techniques - Level 2	150 hours	Flexible	Online	FREE*
Certificate in Principles of Customer Service - Level 2	200 hours	Flexible	Online	FREE*
Certificate in Principles of Team Leading - Level 2	190 hours	Flexible	Online	FREE*
Want 2 Work in Business	20 hours	Flexible	Online	FREE*
Want 2 Work in Health and Safety	20 hours	Flexible	Online	FREE*
CONSTRUCTION				
Introduction to Bricklaying - Entry Level	4 weeks	Mon, Tues 5-8pm	Station Park (NG17 7RB)	FREE* or £75
Introduction to Carpentry and Joinery - Entry Level	4 weeks	Mon, Tues 5-8pm	Station Park (NG17 7RB)	FREE* or £75
Introduction to Electrical Installation - Entry Level	4 weeks	Mon, Tues 5-8pm	Portland Square (NG17 5GA)	FREE* or £75
Introduction to Plastering - Entry Level	4 weeks	Mon, Tues 5-8pm	The Old Brewery (NG18 1AH)	FREE* or £75
Introduction to Plumbing - Entry Level	4 weeks	Mon, Tues 5-8pm	Portland Square (NG17 5GA)	FREE* or £75
Women in Construction (Free) - Level 1	12 weeks	Thurs, Fri 9am-4pm	The Old Brewery (NG18 1AH)	FREE*
DIGITAL AND IT SKILLS				
IT for the Terrified	4 weeks	Fri 9.30-11.30am	Old Town Hall	FREE*
Introduction to Digital Skills	12 weeks	Mon 2-4pm	Old Town Hall	FREE*
Next Steps in Digital Skills	12 weeks	Wed 2.30-4.30pm	Old Town Hall	FREE*
EDUCATION AND EARLY YEARS				
Award in Education and Training (PTLLS) - Level 3	12 weeks	Tues 5.30-8.30pm	Derby Road Campus	£425
Certificate in Awareness of Bullying in Children and Young People - Level 2	140 hours	Flexible	Online	FREE*
Certificate in Special Educational Needs and Disability - Level 2	140 hours	Flexible	Online	FREE*
Certificate in Understanding Autism - Level 2	150 hours	Flexible	Online	FREE*
Certificate in Understanding Distressed Behaviour in Children - Level 2	138 hours	Flexible	Online	FREE*
Diploma for Working in the Early Years Sector (Early Years Educator) - Level 3	18 months	Starts September 2025	Derby Road Campus	FREE* or £4,670
Diploma in Supporting Teaching and Learning (Teaching Assistant) - Level 3	1 year	Starts September 2025	Derby Road Campus	FREE* or £2,225
Teaching Assistant and Early Years Educator - Fast Track to Level 3	11 weeks	Starts September 2025	Derby Road Campus	£60
Want 2 Work in Child Protection and Safeguarding	20 hours	Flexible	Online	FREE*
Want 2 Work in Education	20 hours	Flexible	Online	FREE*
Want 2 Work in Learning Support	20 hours	Flexible	Online	FREE*

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ENGLISH AND MATHS				
Functional Skills English	4-6 months	Flexible	Derby Road Campus, Old Town Hall or Online	FREE*
Functional Skills Maths	4-6 months	Flexible	Derby Road Campus, Old Town Hall or Online	FREE*
GCSE English - Level 2	1 year	Starts September 2025	Derby Road Campus	FREE* or £812
GCSE Maths - Level 2	1 year	Starts September 2025	Derby Road Campus	FREE* or £846
ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES)				
Various courses available. We will do a quick assessment to find your current level and suggest the best course for you. Visit wnc.ac.uk/esol	6-12 weeks	Contact us	Delivered in Mansfield, Nottingham, and Shirebrook. Call 01623 413602 to book an assessment.	FREE*
FIRST AID				
Emergency First Aid at Work	1 day	9am-5pm	Derby Road Campus	£90
First Aid at Work	3 days	9am-5pm	Derby Road Campus	£205
First Aid at Work Requalification	2 days	9am-5pm	Derby Road Campus	£169
Mental Health First Aid	2 days	Contact us	Derby Road Campus	FREE* to £50
Mental Health First Aid	5 weeks	Various	Online	FREE* to £50
Paediatric First Aid	2 days	9am-5pm	Derby Road Campus	£169
GREEN SKILLS				
Introduction to Batteries and Battery Energy Storage Systems	20 hours	Flexible	Online	FREE*
Introduction to Hydrogen and Fuel Cells	20 hours	Flexible	Online	FREE*
Introduction to Understanding Electric Vehicle (EV) Charge Points	20 hours	Flexible	Online	FREE*
Introduction to Understanding Heat Pumps	20 hours	Flexible	Online	FREE*
Introduction to Understanding Solar PV Installations	20 hours	Flexible	Online	FREE*
Understanding Clean Energy Production by Wind	20 hours	Flexible	Online	FREE*
Understanding Decarbonisation	20 hours	Flexible	Online	FREE*
Understanding Environmental Sustainability	20 hours	Flexible	Online	FREE*
Understanding Smart Home Heating Systems	20 hours	Flexible	Online	FREE*
Understanding Solar Thermal Technology	20 hours	Flexible	Online	FREE*
HAIR AND BEAUTY				
Aromatherapy - Level 3	26 weeks	Starts September 2025	Derby Road Campus	£2,225
Beauty Therapy - Level 4	1 year	Starts September 2025	Derby Road Campus	£5,421
Beauty Therapy (General Route) - Level 3	22 weeks	Starts September 2025	Derby Road Campus	£3,345
Beauty Therapy (Massage Route) - Level 3	22 weeks	Starts September 2025	Derby Road Campus	£3,345
Beauty Therapy Specialist Techniques - Level 2	22 weeks	Starts September 2025	Derby Road Campus	FREE* or £633
Body Massage (Fast Track) - Level 3	15 weeks	Starts September 2025	Derby Road Campus	£941
Certificate in Barbering - Adult Fast Track - Level 2	20 weeks	Starts September 2025	Derby Road Campus	£610*
Certificate in Women's Hairdressing - Adult Fast Track - Level 2	25 weeks	Starts September 2025	Derby Road Campus	FREE* or £1,056
Complementary Therapies - Level 2	22 weeks	Start September 2025	Derby Road Campus and Online	FREE
Complementary Therapies - Level 3	36 weeks	Starts September 2025	Derby Road Campus	£2,882
Hairdressing - Level 3	1 year	Starts September 2025	Derby Road Campus	FREE* or £3,345
Nail Services - Level 2	22 weeks	Starts September 2025	Derby Road Campus	FREE* or £993.50

Follow us to keep up-to-date with all the latest courses available in your area.



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Nail Technology - Level 2	14 weeks	Starts October 2025	Derby Road Campus	£390*
Nail Technology - Level 3	36 weeks	Starts September 2025	Derby Road Campus	£3,345
Reflexology - Level 3	26 weeks	Contact us	Derby Road Campus	£2,225
HEALTHCARE AND HEALTH SCIENCES				
Certificate in Awareness of Mental Health Problems - Level 2	160 hours	Flexible	Online	FREE*
Certificate in Falls Prevention Awareness - Level 2	135 hours	Flexible	Online	FREE*
Certificate in Preparing to Work in Adult Social Care - Level 2	120 hours	Flexible	Online	FREE*
Certificate in Principles of End of Life Care - Level 2	145 hours	Flexible	Online	FREE*
Certificate in the Principles of Dementia Care - Level 2	150 hours	Flexible	Online	FREE*
Certificate in Understanding Behaviour that Challenges - Level 2	133 hours	Flexible	Online	FREE*
Certificate in Understanding Dignity and Safeguarding in Adult Health and Social Care - Level 2	160 hours	Flexible	Online	FREE*
Certificate in Understanding Specific Learning Difficulties - Level 2	135 hours	Flexible	Online	FREE*
The Care Certificate - Level 2	7 hours	Flexible	Online	FREE*
Want 2 Work in Adult Social Care	20 hours	Flexible	Online	FREE*
HOSPITALITY AND CATERING				
Food Safety Awareness - Level 2	4 hours	Flexible	Online	FREE*
Want 2 Work in Hospitality and Catering	20 hours	Flexible	Online	FREE*
HUMAN RESOURCES				
Introduction to Human Resource Practices	1 day	9.15am-4.45pm	Derby Road Campus	£75
CIPD Foundation Certificate in People Practice - Level 3	1 year	Flexible	Derby Road Campus or Blended Learning	£1,395
CIPD Associate Diploma in People Management - Level 5	1 year	Flexible	Derby Road Campus or Blended Learning	£1,995 (blended) £2,195 (on-campus)
LEADERSHIP AND MANAGEMENT				
APM Project Management Qualification - Level 3	8 weeks	Contact us	Derby Road Campus	£995
CMI Award in Leadership and Management - Level 3 or Level 5	8 weeks	Flexible	Online	£499
CMI Certificate in Leadership and Management - Level 3 or Level 5	12 weeks	Flexible	Online	£655
CMI Diploma in Leadership and Management - Level 5	1 year	Flexible	Online	£1,595
CMI Diploma in Principles of Management and Leadership - Level 3	9-12 months	Flexible	Online	£1,595
RAIL ENGINEERING				
Skills Bootcamp - Rail Engineering	8 weeks	Various	Gene Haas Centre (NG17 5FA)	FREE*
RETAIL AND WAREHOUSING				
Certificate in the Principles of Warehousing - Level 2	140 hours	Flexible	Online	FREE*
Certificate in Understanding Retail Operations - Level 2	180 hours	Flexible	Online	FREE*
Want 2 Work in Retail	20 hours	Flexible	Online	FREE*

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SCIENCE				
GCSE Biology - Level 2	1 year	Tues 5.30-8pm	Chesterfield Road Campus	FREE* or £360
SECURITY TRAINING				
Award for Door Supervisors in the Private Sector - Level 2	3 weeks	Contact us	Various venues across Derbyshire and Nottinghamshire	FREE*
Want 2 Work in Spectator Safety	10 hours	Flexible	Online	FREE*

LEARN SOMETHING NEW AT WEST NOTTS COLLEGE!



Looking for a fun new hobby or skill? Our adult-only (19+) community courses are **FREE*** or low-cost and run in a friendly, supportive environment.

Creative Cooking

Crochet

Drawing and Painting

Flower Arranging

Sewing

Spanish

...and many more!

View upcoming courses by visiting our 'What's On?' page:

wnc.ac.uk/whatson

Follow us to keep up-to-date with all the latest courses available in your area.



wncadults



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*Subject to eligibility.

HELP WITH FINANCES

Don't let paying for a course hold you back from achieving your goals. Funding is available for UK residents (3+ years) on most of our courses. But there may be exceptions too, so always speak to us to see if your personal circumstances could make you eligible to study a course for **free** or have your fees lowered. A list of the current funding options available can be found below.

GET IN TOUCH
FOR PERSONALISED
ADVICE
0808 100 3626

Pay in instalments

If your course lasts over three months and costs over £175, you can pay the tuition fees in four instalments. Relevant identification and valid bank account details are required.

■ FREE online courses

If you're looking to upskill, these **FREE** flexible introductory courses can support your development in industry-specific skills or general professional development.

Eligibility:

- Aged 19+ (on the 31 August 2025), irrespective of employment status, but must live in eligible postcodes.

■ FREE courses up to Level 2 and eligible Level 3 courses

Whether it's a desire to find a new hobby or a positive step towards employment, we offer daytime, evening and weekend courses across Mansfield and Ashfield that could be **FREE!**

Eligibility:

- Aged 19+ (on 31 August 2025) and living in eligible postcodes
 - Earning less than £25,750 per year
 - Economically inactive* but seeking work
 - Claiming one of the eligible benefits
- Aged 19-23 and not achieved a full Level 2 or full Level 3 qualification (course specific).

*Learners who are not working and in receipt of benefits.

■ FREE English, maths and IT Skills

Boost your confidence and gain the knowledge and techniques you need to succeed with our **FREE** skills-improvement courses.

- Aged 19+ (on 31 August 2025)
- Not achieved a Level 2 qualification in English or maths
- Not achieved a Level 1 qualification in Digital Skills.

■ Advanced Learner Loan

If you aren't eligible for a free course or to have your fees lowered, don't worry, you can still study eligible Level 3 or higher courses with an Advanced Learner Loan.

There's nothing to pay upfront and you don't have to pay anything back until you're earning over £25,000 a year. Even then, you only pay back 9% of what you earn above this amount and after 40 years, your remaining loan is written off entirely.

What's more, if you apply for an Advanced Learner Loan to study an Access to Higher Education course, any remaining loan will be written off once you complete a higher education course.

Eligibility:

- Aged 19+ at the start of the course
- Be studying an eligible course at Level 3 or higher
- Be a UK resident (meeting Student Finance England nationality or residency status).

Find out more, visit gov.uk/advanced-learner-loan

GET IN TOUCH

Don't worry if you haven't studied in a while. With years of experience supporting adult learners, we're here to help you get back into the classroom. Contact our friendly team today.



0808 100 3626



enquiries@wnc.ac.uk

OPEN EVENTS

Gain personalised advice about our courses and the financial support available.

View upcoming events



wnc.ac.uk/events