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General Information

ABOUT OUR COURSES
The role of continuing education courses is to provide adults with third level learning opportunities that are flexible and part-time. The courses are particularly designed for those without previous third level education and they are offered at Certificate and Diploma level. Many are delivered locally in accessible venues and taught by NUI approved tutors, however, a full range of courses are also offered on campus at Maynooth and at the University’s Kilkenny campus.

WHERE TO START?
It all begins with you, that is with what you want at this particular time in your life. This may also depend on the amount of time and commitment you can give to a course of study and the level of learning you wish to achieve. A Framework of Qualifications has been introduced at national level to help students develop learning pathways through the education system. Now educational institutions are obliged to align their courses with the levels prescribed in the Framework. Foundation courses are offered at level 5 while undergraduate university certificate, diploma, and degrees courses are offered at levels 6-8; postgraduate certificate, diploma, masters and doctorate courses are offered at levels 9-10. The following chart outlines the levels on the Framework.

National Framework of Qualifications

Further information on the National Qualifications Framework can be accessed at: http://www.nfq.ie
NATIONAL UNIVERSITY OF IRELAND PART-TIME HONOURS BA DEGREE (LEVEL 8)

If you are too busy to follow a full-time programme you might consider the part-time modular Bachelor of Arts degrees in Local Studies or Community Studies. Recruitment for 2010 entry has commenced. The programmes are offered at NUI Maynooth and at the University’s outreach campus in Kilkenny only. Application forms are available on request from: BAprtTime.AdultEdnuim.ie/Kilkenny.campus@nuim.ie

Lectures will begin September 2010.

HOW TO APPLY

OUTREACH

Most courses are offered at outreach centres around the country, consequently it is essential to contact course providers directly for local information concerning enrolment, commencement dates, fees etc.

To apply for a course at your local venue please take the following steps:
1. Select course
2. Select location for contact details
3. Contact course provider for local information

IF THE COURSE YOU ARE INTERESTED IN DOING IS ON-CAMPUS AT NUI MAYNOOTH OR KILKENNY CAMPUS PLEASE COMPLETE THE APPLICATION FORM ON PAGE 45.

REGISTRATION & FEES

Costs vary slightly from one local centre to another depending on the number of participants. Contact local providers for exact costs.

PAYMENT BY CREDIT CARD

Generally course providers do not have credit card facilities but please check with your local centre. NUI Maynooth cannot facilitate payment by credit card.

DURATION

The Certificate courses generally require 100 hours of class contact over a one-year period which may include 3 to 4 Saturdays, while the Diploma in Arts courses are offered over a two-year period. Classes are 3 hours in duration and some courses are conducted over weekends. Five credit modules require 24 hours class contact. Bachelor of Arts degree programmes are described in pages 38-40.

ADMISSION REQUIREMENTS

Undergraduate Certificates, Diplomas, Degrees

Applications are invited from those aged 23 years on the 1st January 2010. In most cases, no academic requirements or qualifications are necessary, however, some courses, because of their content, are more suited to those with previous knowledge or experience of the subject.

REFUNDS

Fees will be refunded under the following conditions:
• Course does not proceed or is not full
• Within 2 weeks of commencement of course.

All other requests for refunds should be made to course providers in writing and supported with appropriate documentation.

APPLICATION (OUTREACH)

Each outreach centre is responsible for the enrolment of students and collection of course fees. Please phone the number listed to enquire about that centre’s own application procedure. All courses are offered on condition that enrolment numbers reach a satisfactory level.

Upon commencement of an NUI Certificate course students must complete an NUI Maynooth registration form. The course tutor will provide the forms and return completed forms to the Department of Adult & Community Education.

APPLICATION (ON – CAMPUS)

To apply for courses offered at NUI Maynooth or Kilkenny campus please use the application form on page 45.
Some Common Questions
Undergraduate Courses Only

DO I NEED A LEAVING CERTIFICATE?
No, it is not necessary to have your Leaving Certificate. Students must be 23 years or over on the 1st January 2010. Application for Foundation level courses are invited from those aged 22 years on the 1st January 2010.

ARE THERE ANY OTHER ENTRY REQUIREMENTS?
Other than the age requirements stated above, there is no formal selection procedure for most courses although, because of their content, some are more suited to those with previous knowledge or experience of the subject. As courses are delivered in keeping with adult education practice, participants will be expected to:
• Be willing to engage with group activities and group learning
• Be willing to learn through dialogue and reflection on experience
• Have a level of literacy that is sufficient to complete the assessment requirements.

We strongly recommend that you seriously consider the above before applying for a course.

Some courses have been designed with the particular needs of trainers and tutors in mind. It is important therefore that applicants for these courses are practitioners in the relevant subject area.

WILL I NEED COMPUTER SKILLS?
Computer skills are always an advantage particularly for access to information on the Internet or Library Catalogue, however they are not essential. We do request that all assignments be typed.

WHAT IS A MODULE?
A module is a block of learning in which a particular topic is taught and assessed.

WHAT IS ECTS?
ECTS stands for European Credit Transfer System. All undergraduate courses offered by the Department of Adult & Community Education are linked to this system. This means that where equivalence of learning is found, students may carry credits to other courses or degrees within the credit transfer system.

WHAT IS APL?
APL means Accredited Prior Learning. Students may apply to transfer a maximum of up to 60 credits for recognition of Accredited Prior Learning (APL) to our BA Local Studies or BA Community Studies degree programmes.

WHAT WILL I DO IF I AM AWAY WHEN THE COURSE ENROLMENT TAKES PLACE?
Please make contact with the local course provider and before you leave, make personal arrangements. Course providers are generally very accommodating in such cases.

PROFICIENCY IN ENGLISH
Programmes are delivered through English. Students are advised that to benefit from chosen programmes they should be proficient in both written and spoken English.

Please see page 9 for English Courses for Speakers of Other Languages.
RECOGNITION OF ACCREDITED PRIOR LEARNING (RAPL)

CREDIT TRANSFER
The NUI Maynooth Certificate & Diploma courses are linked to the European Credit Transfer System (ECTS). This means that students may acquire credits and apply for exemptions to other courses or degree programmes within the credit transfer system. The NUI Certificate courses carry up to 20 (ECTS) and the NUI Diploma in Arts carries 60 (ECTS).

- **Certificate**
  - 20 ECTS Credits

- **Diplomas**
  - 60 ECTS Credits

- **Bachelor of Arts Degree Programmes**
  - 180 ECTS Credits

NUI Maynooth Foundation level courses do not carry ECTS and consequently do not qualify for Recognition of Accredited Prior Learning (RAPL). On completion of these courses successful applicants who attain a mark of a 2:1 or higher will be eligible for access into the University’s Bachelor of Arts degree programmes.

This option is voluntary. Please note that students must apply through the Central Admissions Office (CAO) for full-time courses. http://admissions.nuim.ie/subjects/

PART-TIME DIPLOMA IN ARTS PROGRAMMES AT NUI MAYNOOTH
Part-time Diploma in Arts programmes offer students an opportunity to continue their studies and to accumulate credit. Diploma courses at NUI Maynooth carry 60 credits and students who successfully complete them, can then carry their credits to our part-time degree programme in Local Studies or in Community Studies.

PART-TIME DEGREE PROGRAMMES AT NUI MAYNOOTH
Recognition of Accredited Prior Learning (APL) is considered for exemption from specific modules on the BA Community Studies and BA Local Studies part-time degree programmes. Accredited NUI Maynooth courses and accredited higher education courses provided by other institutions successfully completed by applicants are considered by a University Committee for recognition of APL.

A student can transfer a maximum of 60 credits for APL (up to 30 at Certificate level and up to 60 at Diploma level). APL credits are awarded to individual students through NUI Maynooth academic procedures, and are not negotiable.


PROGRESSION

This option is voluntary. Please note that students must apply through the Central Admissions Office (CAO) for full-time courses. http://admissions.nuim.ie/subjects/
NUI Certificate
Foundation Courses

Economics & Finance

Return to Learning

English Courses for Speakers of Other Languages
INTRODUCTION
This foundation course provides students who have not studied in any formal way for a number of years with the basic knowledge and skills to develop their understanding of Economics and Finance.

COURSE AIMS
This course aims to provide students with foundation skills in economics, mathematics and accounting and to equip them with the requisite knowledge and skills to study effectively at university.

CONTENT
Foundation in Economics (Microeconomics)
This module aims to provide understanding of the basic principles, concepts, theories and techniques of microeconomics.

Foundation in Economics (Macroeconomics)

Introduction to Mathematics and Accounting
Study Skills and Student Support Learning and teaching styles; time management and techniques for effective learning; using texts, directories, library reference systems; reading and recording skills; writing skills; essays, reports, projects, theses, reviews, articles; technical writing skills; examination skills.

ADMISSION REQUIREMENTS
Participants must be 22 years on 1st January 2010. Have the capacity to complete a course at NUI Certificate level.

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Assignments
• Sit-down examinations
• Learning Journal

COURSE DURATION
100 hours part-time over 1 year.

SUMMER SCHOOL 2010 – NUI MAYNOOTH
Commencing 5th July 2010 Full-time for 4 Weeks.

For further information about summer school please contact 01 708 4500

HOW TO APPLY See page 3

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<th>Time</th>
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<td>Ballyfermot, Dublin 10</td>
<td>01 6269421</td>
<td>Mon 6:45-9:45pm</td>
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<td>The Donahies, Dublin 13</td>
<td>01 8482217</td>
<td>Tues 7:00-10:00pm</td>
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Return to Learning
Level 5

INTRODUCTION
This Certificate level course is designed as a stepping stone for those who wish to return to study, but have not studied in any formal way for a number of years. Participants will be given an opportunity to sample a number of academic subjects so that they will be able to make a more informed choice when selecting subjects later.

Students who obtain a First Class Honours or Second Class Honours Grade 1 may access a Bachelor of Arts degree programme in this university.

COURSE AIMS
The course aims to familiarise people with the structure and requirements of third level education; to equip them with some of the necessary skills required and help them identify the subjects or courses that they may later wish to undertake.

CONTENT
Module 1: Motivation and Goals
Module 2: Taking Notes
Module 3: Writing Skills
Module 4: Reading Skills
Module 5: Library Skills
Module 6: Coping with Examinations
Module 7: Introduction to Degree Subjects

ADMISSION REQUIREMENTS
- Participants must be 22 years or over on 1st January 2010.
- Have the capacity to complete a course at NUI Certificate level

ASSESSMENT PROCEDURES
- 85% minimum attendance
- Research Project
- Participation in Class
- Essay based on Learning Journal

COURSE DURATION
DAY TIME: 100 hours part-time over 1 year
2 mornings per week - Mon and Wed/Wed and Fri

EVENING: 100 hours part-time over 1 year
1 evening per week – Wed 6pm – 10pm

Application Closing Date: 25th August 2010
Start Date: 20th September 2010

FEE €900
Participants will be expected to submit ongoing work throughout the year. Individual attention and support will be given to help individuals cope with course requirements.

HOW TO APPLY See page 3

Location | Contact | Time
--- | --- | ---
NUI, Maynooth, Co. Kildare | 01 708 6062 | Daytime
Mon-Wed (Mornings) 10.00am-12.30pm
Daytime Wed-Fri (Mornings) 10.00am-12.30pm
Evening Wednesday (Evening) 6.00-10.00pm
English Courses for Speakers of Other Languages

Group A Lower Intermediate
(Council of Europe Level A2)

**COURSE DURATION**
22 weeks (September 2010-May 2011).

**COURSE FOCUS**
Listening, Speaking, Use of English (grammar, vocabulary), Reading, Writing.

**EXAMINATION**
University of Cambridge ESOL Key English Examination (KET) June 2011.

**CLASSES**
Two 50-minute teaching hours one evening per week at NUI Maynooth.

**VENUE**
NUI, Maynooth, Co. Kildare

**TIME**
Tuesday, 6-8pm

**COST** €400 + examination fee.

**Application Closing Date:** 25th August 2010
**Start Date:** September 2010

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Group B Intermediate
(Council of Europe Level B1)

**COURSE DURATION**
22 weeks (September 2010-May 2011).

**COURSE FOCUS**
Listening, Speaking, Use of English (grammar, vocabulary), Reading, Writing.

**EXAMINATION**
University of Cambridge ESOL Preliminary English Examination (PET) June 2011.

**CLASSES**
Two 50-minute teaching hours one evening per week at NUI Maynooth.

**VENUE**
NUI, Maynooth, Co. Kildare

**TIME**
Tuesday, 6-8pm

**COST** €400 + examination fee.

**Application Closing Date:** 25th August 2010
**Start Date:** September 2010

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**FURTHER INFORMATION**
Department of Adult and Community Education, North Campus
National University of Ireland
Maynooth, Co. Kildare
Tel: 353-1-7084500
Fax: 353-1-7084687
Email: adcomed@nuim.ie
NUI Certificate Courses

Addiction Studies
Adult & Community Education
Community Development & Leadership
Counselling Skills
Creative Writing for Publication
Directing
Disability Studies
Family & Community Studies
Local History
Philosophy
Psychology
Addiction Studies
Level 7

INTRODUCTION
This course is designed to provide participants with adequate knowledge and skills to respond effectively and positively to addiction-related issues as they arise at work or in the community. It constitutes part one of the NUI Diploma in Addiction Studies programme and students who successfully complete this certificate course may apply for progression to the diploma course (see page 34).

COURSE AIM
To provide participants with a broad overview of key theoretical frameworks in relation to substance misuse and dependence, and to enable them to develop basic helping and intervention skills.

CONTENT
Module 1: Groupwork & Facilitation Skills/ Reflective Learning
Module 2: Substance Misuse and Dependence
Module 3: Drug & Alcohol Misuse in Contemporary Ireland
Module 4: Approaches to Prevention Treatment & Rehabilitation

ADMISSION REQUIREMENTS
Participants must be 23 years of age or over; it is preferable that applicants have:
- Experience of working in a community setting.
- Experience of working with alcohol and/or drug-related problems.
- Openness to reflect on one’s own practice, attitudes and beliefs.
- Commitment to learning in a group setting.

Please Note: All applicants are required to submit a short essay (approx. 300 – 500 words) describing their reasons for applying for the course. This essay, along with a deposit of €100 and application form on page 45 should be forwarded to either Continuing Education, Department of Adult and Community Education, NUI Maynooth, Maynooth, Co. Kildare or to the NUIM Kilkenny Campus (St. Kieran’s College, College Road Kilkenny), whichever college you wish to attend for this course.

ASSESSMENT PROCEDURES
- 85% minimum attendance.
- Participation in class.
- Completion of relevant assignments/projects.

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

If you are attending a course at Maynooth, Please note the following:
Application Closing Date: 25th August 2010
Start Date: 21st September 2010

FEE €950

HOW TO APPLY See page 3

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<tr>
<td>Cork</td>
<td>021 422 2100</td>
<td>Tues 6.00-10.00pm</td>
</tr>
<tr>
<td>Arklow, Co. Wicklow</td>
<td>01 280 3335</td>
<td>Wed 10.00am-1.00pm</td>
</tr>
<tr>
<td>Drogheda</td>
<td>041 983 6064</td>
<td>Tues 7.00-10.00pm</td>
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<tr>
<td>Dun Laoghaire, Co. Dublin</td>
<td>01 280 3335</td>
<td>Thur 10.00am-1.00pm</td>
</tr>
<tr>
<td>Dublin 8, Sofia Housing Wellness Centre</td>
<td>01 454 9772</td>
<td>Wed 10.00am-4.00pm</td>
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<tr>
<td>Limerick</td>
<td>065 686 5852</td>
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<tr>
<td>NUI Maynooth, Maynooth</td>
<td>01 708 6062</td>
<td>Tues 7.00-10.00pm</td>
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<tr>
<td>Dublin 10, Ballyfermot</td>
<td>01 626 9421</td>
<td>Mon 6.45-9.45pm</td>
</tr>
<tr>
<td>Dublin 15, Hartstown</td>
<td>01 820 9863</td>
<td>Wed 7.00-10.00pm</td>
</tr>
<tr>
<td>Co. Leitrim, Manorhamilton</td>
<td>071 913 4686</td>
<td>Tues 7.00-9.30pm</td>
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<tr>
<td>Kilkenny, NUIM Campus</td>
<td>056 777 5910</td>
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Adult & Community Education
Level 8

INTRODUCTION
This course is designed to provide students with foundation skills in adult education.

On completion of the course participants should:
• Have a basic understanding of how adults learn
• Be able to apply theories and philosophies of Adult & Community Education in their teaching practice
• Be able to design, implement and evaluate adult learning programmes
• Adopt a flexible and creative approach to education

COURSE AIM
The aim of the course is to provide students with the practical skills and a conceptual framework for working with adults in community education.

CONTENT
Module 1: Philosophy of Adult & Community Education
Module 2: Group Work
Module 3: Psychology of Adult Development

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Essay & Project work
• Learning Journal

COURSE DURATION
100 hours part-time over 1 year, this may include 3 or 4 Saturdays.

If you are attending a course at Maynooth, Please note the following:
Application Closing Date: 25th August 2010
Start Date: 20th September 2010

FEE €950

HOW TO APPLY See page 3

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<td>Longford VEC</td>
<td>043 334 5474</td>
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<tr>
<td>Monaghan VEC</td>
<td>047 30888</td>
<td>Fri 5.00-8.30pm</td>
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<td>NUI Maynooth, Maynooth</td>
<td>01 708 6062</td>
<td>Mon 7.00-10.00pm</td>
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Community Development & Leadership
Level 7

INTRODUCTION
Volunteerism was and remains the backbone of local community development. However with the growing professionalism of the sector there is an increasing need for more knowledge and skills. This course seeks to build the capacity of those working (paid & unpaid) in the community sector.

COURSE AIMS
This course aims to facilitate the development and empowerment of the course participants and to enhance their leadership skills.

CONTENT
Module 1: Introduction to Community Development Studies
Module 2: Working with Groups
Module 3: Social Analysis for Community Studies
Module 4: Project planning for community development

ADMISSION REQUIREMENTS
• Participants must be 23 years or over
• Have the capacity to complete a course at NUI Certificate level
• Participants must be community activists and preferably be working with groups in a facilitation or leadership role

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Learning Journal
• Essays & Project work

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

FEE €950

HOW TO APPLY
See page 3

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<td>Castleknock, Dublin 15</td>
<td>01 822 1626</td>
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Counselling Skills
Level 7

INTRODUCTION
We live in changing and challenging times. Many of the ways we had of making sense of the world and our place in it are under threat. As a consequence, many of us are having to reconsider how we live in the world and how we support ourselves and each other through these changes. Change is challenging, we are forced to let go of the familiar, however it is also an opportunity to seek new ways of being in relationship with ourselves, our community and the wider setting.

COURSE AIMS
The course seeks to provide you with:
• a deeper appreciation of the emotional impact of life events on individuals.
• an understanding of the importance of being present to others in their difficulties.
• an understanding of the centrality of relationships in human development
• a deeper appreciation of how you function, behave and reflect in relationships in a group setting.
• an understanding of the notion of counselling skills and how they can enhance our communication.
• the capacity to identify and to demonstrate key listening skills within appropriate models and frameworks

CONTENT
Introductory Module:
This module may include the following themes:
• Introductions
• Course outline and course principles
• Assessments and Assignments

Module 1: Skills and modules of counselling
This module may include the following themes:
• Definitions of counselling skills and counselling
• Difference between the exercise of counselling skills, counselling and related activities
• Principles of counselling and core conditions
• Communication skills and blocks to communication

Module 2: A framework for counselling
This module may include the following themes:
• Basic models of counselling
• Interviews involving counselling skills: setting boundaries, confidentiality, contracts
• Using counselling skills in non-therapeutic settings
• Ethical issues in the use of counselling skills

Module 3: Special issues in counselling
This module will involve a group research project on topics such as
• Change and transition
• Bereavement
• Depression
• Loss
• Addiction

Module 4: Personal development
This module may include the following themes:
• Awareness of self and listening skills
• Values clarification
• Prejudices
• On-going negotiation of the impact of the course

Module 5: Groupwork
This module may include the following themes:
• Patterns in groups
• Group dynamics and process
• Individual autonomy and collective responsibility
• Awareness of oneself in groups
• Encouraging ‘here and now’ dialogue

Please note that the content may vary in response to participants’ needs.

ADMISSION REQUIREMENTS:
Participants must be 23 years or over.

ISSUES TO CONSIDER BEFORE APPLYING
Other than the age requirement stated above, there is no formal selection procedure. However, we strongly recommend that you seriously consider the following before applying:

On the course you will be expected to:
• Have a satisfactory level of maturity and self-responsibility as evidenced by your capacity to reflect on relationships
• Be willing to engage with group activities and group learning
• Have a level of literacy that will enable you to complete the assignments (see under assessment procedure)
• Have a commitment to learn through dialogue and reflection on experience
• Have an openness to explore interpersonal challenge and conflict.

Should you have any difficulty in deciding whether or not to apply for the course, please contact Mary Corbally at 01 7083784 to discuss your application. However, responsibility for the decision remains with the applicant.

ASSESSMENT PROCEDURES
85% minimum attendance
At the end of Semester 1 the following assignments will be completed:
1. Counselling skills interview
2. Personal statement based on the Learning Journal (1,000 words).

AT THE END OF THE COURSE THE FOLLOWING ASSIGNMENTS WILL BE COMPLETED:
1. Essay (1,500 words)
2. Counselling skills interview
3. Group Research Project
4. Personal statement based on the Learning Journal (1,000 words).

COURSE DURATION
The course is 100-hours over one academic year. It may consist of 25 x 3-hour sessions together with 4 Saturdays, or 20 x 3-hour sessions together with 6 Saturdays. For specific information please contact the relevant venue.

Fee €1,149 - €1,292 (depending on centre)

HOW TO APPLY See page 3

All courses will involve 4-6 Saturdays. Each centre will have these dates available on the first night of the class.

NB. It is important to emphasise that this is not a therapeutic course. It does not offer a professional qualification in counselling. The course will be of special interest to those who are involved (paid or unpaid) in working with people, especially those in the caring professions.
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<td>01 6269421</td>
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<td>Ballymun, Trinity Comprehensive School</td>
<td>01 8420654</td>
<td>Wed 7-10 pm</td>
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<tr>
<td>Boyle, Higher Education Centre</td>
<td>087 6817678</td>
<td>Wed 7-10 pm</td>
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<td>Bray, Institute of Further Education</td>
<td>01 2866111</td>
<td>Mon 7-10 pm</td>
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<td>Castlebar, Parish Centre, Chapel St</td>
<td>01 7083784</td>
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<td>Cavan Institute</td>
<td>049 4332633</td>
<td>Mon 7-10 pm</td>
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<td>Clane, Scoil Mhuire</td>
<td>045 868255</td>
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<td>Coolmine Community School, Clonsilla</td>
<td>01 8214583/01 8214141</td>
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<td>01 8473522/01 8482217</td>
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<td>01 2809676</td>
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<td>Drogheda Community Services,</td>
<td>041 9836084</td>
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<td>065 6829432</td>
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<td>Navan VEC, Abbey Road</td>
<td>045 898923</td>
<td>Thurs 10 am-1 pm</td>
</tr>
<tr>
<td>Old Bawn Community School</td>
<td>01 4526137</td>
<td>Tues 6.45-9.45 pm</td>
</tr>
<tr>
<td>Sligo – Grange Community School</td>
<td>086 1943546</td>
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<tr>
<td>Tullamore</td>
<td>057 9351392</td>
<td>Mon 6.45-9.45 pm</td>
</tr>
<tr>
<td>Waterford-Coláiste Chathail Naofa, Dungarvan</td>
<td>058 41184</td>
<td>check with venue</td>
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Creative Writing for Publication
Level 7

INTRODUCTION
This course will give participants a practical grounding in the writing of fiction and creative non-fiction for publication. The course allows students to work with professional writers who will act in a mentoring capacity. The practical emphasis will help students to progress towards producing work of publishable standard and marketing it.

COURSE AIMS
• To develop creative writing skills.
• To cultivate a disciplined approach to writing.
• To develop students’ skills in critically assessing their own and others’ work.
• To provide an understanding of the economics and structure of the publishing industry.

CONTENT
Module 1: Writing: Creative Non-fiction
Module 2: Publishing Industry Awareness
Module 3: Writing: Short Story
Module 4: Writing: the Novel

Workshop material will be circulated by email.

ADMISSION
Applicants must be 23 or over, and have the capacity to complete a course at this level. Participants are asked to submit, a short piece of no more than 100 words on why they want to do this course.

In order to facilitate the better organisation of workshop time, please indicate also on your application whether you are (a) a beginner in terms of creative writing; whether you have (b) previously attended creative writing workshops and (c) whether you have had work published.

The course develops edit and critiquing skills, which inform writing. Beginners will be helped with guidelines on how to do this and encouragement will be stressed. Students support one another’s writing.

ASSESSMENT PROCEDURES
A piece of creative work will be required for each writing module (short story, novel excerpt, non-fiction)

Publishing Industry Awareness: students will prepare a publisher submission for a body of work in one of the above genres.

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

If you are attending a course at Maynooth, Please note the following:
Application Closing Date: 25th August 2010
Start Date: 23rd September 2010

FEE €950

HOW TO APPLY See page 3

<table>
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<tr>
<th>Location</th>
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<tr>
<td>Kilkenny, NUIM Campus</td>
<td>056 777 5910</td>
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<tr>
<td>NUI Maynooth, Maynooth</td>
<td>01 708 4500</td>
<td>Thurs 7.00-10.00pm</td>
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Directing
Level 7

INTRODUCTION
This course is aimed at the following potential students. Mature students who wish to train for the theatre industry in Ireland and who would like to be prepared for further study in the field of directing. Those who wish to explore the field to discover if they wish to make a career in it. In this sense the Certificate serves as a skills-based training course for new directors. Those in the amateur youth theatre and community theatre sectors, who wish to formalise their experience into specific training, acquire accreditation and gain additional skills by doing so. Those who are emerging directors in the professional theatre and who wish to gain specific skills and to acquire accreditation.

COURSE AIMS
• To introduce students to the basics of directing for theatre
• To prepare students for further study in directing for theatre

CONTENT
Module 1: Acting: The Language of Performance
Module 2: Directing: Introduction to Text Based Directing
Module 3: Directing: Introduction to Composition
Module 4: Acting: Introduction to Devising
Module 5: Directing: Introduction to Performance Styles

ADMISSION REQUIREMENTS
Participants must be 23 years or over and have the capacity to complete a course at NUI certificate level.

ASSESSMENT PROCEDURES
Continuous assessment: students will keep a
1. Learning Journal in which they will record and critically reflect on their learning, brought about by this course.
2. Directing Project – each student will be expected to direct a piece of theatre that is more than 30 minutes long and less than 70 minutes long.
3. Devising presentation.

COURSE DURATION
100 hours part-time over one year. This course is normally offered over 10 weekends (Saturday and Sunday) throughout the year.

FEE €950

VENUE Dublin

CONTACT info@crookedhouse.ie or 087 2759420
Disability Studies
Level 7

INTRODUCTION
This course is designed to examine current models of disability. It will critically evaluate issues of oppression, power and gender and explore barriers to inclusion experienced by persons with a disability.

AIMS
• To examine theoretical perspectives of disability
• To develop the Independent Living Philosophy
• To examine a rights based approach to disability

CONTENT
Module 1: Study Skills & Student Support
Module 2: Models of Disability
Module 3: Equality & Advocacy
Module 4: Social Analysis & Environment
Elective: Sexuality & Relationships

ADMISSION REQUIREMENTS
• Participants must be 23 years or over
• Experience of working in the field of disability
• Have adequate skills to participate fully in a NUI Certificate level course
• Openness to reflect on one’s own practice, attitudes and beliefs
• Commitment to learning in a group setting

ASSESSMENT PROCEDURES
1. 85% minimum attendance
2. Participation in class
3. Assignments/Projects

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

FEE €950

HOW TO APPLY
See page 3

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<td>01 8730455</td>
<td>Mon 6:00-9:30pm</td>
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NUI CERTIFICATE
COURSES

CONTACT 01 7084500  http://adulteducation.nuim.ie

Family and Community Studies
Level 7

AIMS
The aim of the course is to enable the participants to critically evaluate and apply a range of historical sources to create a family history and to deepen their awareness of its context by setting it in a wider community environment. On completion of the course the participants will be able:

• To assess critically and analytically sources used in the writing of family and community history
• To synthesize primary and secondary material into a coherently ordered and evidentially sourced report
• To present their synthesis in a lucid way in accordance with accepted scholarly criteria

CONTENT
Module 1: An introduction to primary sources for family history, both those that deal with the whole country and a selection of those which deal with more specific localities
Module 2: An introduction to the evidence (primary and secondary) for the reconstruction of a community context for that family history
Module 3: The techniques and conventions of scholarly report writing.

In addition to the taught components of the course students receive individual guidance on the formulation of a project topic and the location of sources for that project.

ADMISSION REQUIREMENTS
Participants must be 23 years or over and have the capacity to complete a course at NUI certificate level.

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Two assignments based on primary sources (2,500-3,000 words in length), one on family history and one on community history.
• Research project at the end of the course, minimum 6,250 words.

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

FEE €950

HOW TO APPLY See page 3

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<td>Castleknock, Dublin 15</td>
<td>01 822 1626</td>
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Local History
Level 7

INTRODUCTION
This Certificate level course is offered by the Department of Modern History, NUI Maynooth and carries 20 credits. The course examines the “local dimension of Ireland’s past”.

COURSE AIMS
The course aims to provide participants interested in local history with an opportunity to obtain formal training in the subject. This course sets out to provide students with a methodological approach to the research and writing of local history.

CONTENT
Module 1:
• An introduction to academic and community-based local history in Ireland
• Comparative traditions in other countries
• Contemporary developments and challenges in the field of local history

Module 2:
• Introduction to primary and secondary sources
• Guidelines for critical appraisal of sources
• Guidance on location and consultation of selected major sources

Module 3:
Presenting Local History:
• Writing conventions
• Oral/visual presentations
• Fieldwork

ADMISSION REQUIREMENTS
• Applications for this course are approved by the Department of Modern History, NUI Maynooth
• Participants are required to hold an interest in local history together with an indication of capacity for the course
• Participants must be 23 years or over

ASSESSMENT PROCEDURES
• 80% minimum attendance
• Research Project
• Participation in class

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

If you are attending a course at Maynooth, Please note the following:
Application Closing Date: 18th August 2010
Start Date: 7th September 2010

FEE €950

HOW TO APPLY See page 3

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<td>Dublin City Archives,</td>
<td>01 674 4996</td>
<td>Tues 5.30-8.00pm</td>
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<tr>
<td>Pearse St, Dublin 2</td>
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<tr>
<td>Navan, Co. Meath</td>
<td>046 902 1680</td>
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<tr>
<td>NUI Maynooth, Maynooth</td>
<td>01 708 4500</td>
<td>Tues 6.15-8.00pm</td>
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<td>Start date: 7th September 2010</td>
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Philosophy
Level 7

INTRODUCTION
This Certificate level course is designed to provide participants with the opportunity to develop an understanding of philosophy and to introduce the student to critical thinking in a number of foundational subjects in philosophy: logic, ethics and philosophy of religion.

AIMS
The aim of the programme is to introduce students to some of the basic issues and methods of philosophical reflection.

CONTENT
Module 1  Introduction to Philosophy (Western)
Module 2  Moral Philosophy
Module 3  Logic and Critical Thinking
Module 4  Philosophy of Religion

ADMISSION REQUIREMENTS
Applicants must be 23 or over and have the capacity to complete a course at this level.

ASSESSMENT PROCEDURES
85% minimum attendance
Participation in Class
Essays

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

If you are attending a course at Maynooth, Please note the following:
Application Closing Date: 25th August 2010
Start Date: 20th September 2010

FEE €950

HOW TO APPLY See page 3
Psychology
Level 7

INTRODUCTION
This Certificate level course is designed to provide participants with the opportunity to develop an understanding of psychology and to explore its relevance to the individual, family, community and society.

COURSE AIM
The course aims to introduce participants to the main psychological theories and examine their contribution to the development of the discipline.

CONTENT
Module 1: Introduction to Psychology and Study Skills  Overview of what psychology consists of, its history and study skills

Module 2: The Biological Basis of Behaviour  Most behaviour is rooted in our biology; this module considers the role of the brain in sleep, sensation and perception.

Module 3: Learning and Feeling  This module focuses on how we learn, remember and experience emotions

Module 4: Personality  This module reviews the most important theories of personality, and how personality is assessed under each of these theories.

Module 5: The Development of the Individual  This module considers the early development of the child from conception through to thought, language and moral development.

Module 6: Introduction to Social Psychology  Key areas in social psychology such as social perception, attitudes and prejudice will be explored in this module.

Module 7: Introduction to Abnormal Psychology  This module introduces students to the diagnosis, classification and treatment models in abnormal behaviour

Module 8: Introduction to Social Research Methodology  An introduction to the main techniques involved in social research

ADMISSION REQUIREMENTS
• Participants must be 23 years or over
• Have adequate skills to participate fully in an NUI Certificate level course

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Participation in class
• Essays
• Research Project
• Report based on Learning Journal

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

FEE €950

HOW TO APPLY  See page 3

Location  Contact  Time
Cavan, Co. Cavan  049 4332633  Wed 7.00-10.00pm
Clane, Co. Kildare  045 868255  Tues 7.00-10.00pm
Cork, Co. Cork  021 4222100  Tues 6.00-9.30pm
Coolmine, D15  01 8214583  Mon 7.00-10.00pm
Crumlin, D12  01 4536397  Wed 10.00am-1.00pm
Dun Laoghaire, Co. Dublin  01 2809676  Mon 7.00-10.00pm
Kilkenny, NUIM Campus  056 7775910  Check with venue
Malahide Co. Dublin  01 8460949  Thurs 7.30-9.30pm
Navan, Co. Meath  046 9021680  Wed 10.00am-1.00pm
Old Bawn, D24  01 4526137  Thurs 6.45-9.45pm
Laois Third Level, Co. Laois  057 862 3161  Check with venue
Vita House, Roscommon  0906 625898  Mon 7.30-10.30pm
AIT, Co. Westmeath  090 6483050  Mon 7.00-10.00pm
NUI Certificate Modular Programmes
ON CAMPUS ONLY – Commencing week beginning 7th September 2010

Culture & Society
People Place & Heritage

Introduction
A module is a block of learning in which a particular topic is taught and assessed. 5 credit modules require 24 hours of class contact and 48 hours of self-directed learning.

The modules offered are drawn from the part-time degree programmes in Community Studies and in Local Studies. Students may take single modules from one of these programmes, be assessed and receive a grade. If they complete 4 modules (20 Credits), they will be awarded an NUI Maynooth Certificate (Level 7) in either Culture & Society (Community Studies programme) OR People Place and Heritage (Local Studies programme). If participants wish to progress further, they may transfer their credits into the relevant part-time degree programme (a Bachelor of Arts degree requires 180 credits). Learning Skills will be offered in conjunction with the programmes.

The following modules are offered at: NUI Maynooth Campus, Co. Kildare.

Foundation Modules (Common)
Semester 1 only

CM 1 STUDY SKILLS & STUDENT SUPPORT  5 Credits
Responsible Department: Adult and Community Education
Module Objective: To equip students with the requisite knowledge and skills to study effectively and present academic assignments in an appropriate format.
Assessment: Assignment
Time: Tuesday 8:15-10:00pm  Fee: €382

CM04 INFORMATION & COMMUNICATION TECHNOLOGIES  5 Credits
Responsible Department: Adult & Community Education
Module Objective: To develop students’ knowledge and practical skill in Information & Communication Technologies as a tool for research and learning to a level appropriate to studying at University.
Assessment:
Competence test 30%  (mid-semester)
Short in-class quiz / test 10%  (end of semester)
Practical assignment 60%  (end of semester)
Time: Wednesday 8:15-10:00pm  Fee: €382

* CM denotes modules common to both programmes.
Semester 1
(COMMENCING 7th September 2010 for 12 WEEKS)

NUI Maynooth Certificate: Culture & Society

CS07B MEDICAL ANTHROPOLOGY 5 Credits
Responsible Department: Anthropology
Module Objective: To provide an overview of medical anthropology including: rise of biomedicine; medicine and the western world; problems of the body and self; introgenesis; AIDS; the socio cultural production of health; illness and medical care
Assessment: Continuous assessment/written assignments
Time: Tuesday 6.15-8.00pm  Fee: €382

CS023 COMMUNITY WORK: POLICIES & ISSUES 5 Credits
Responsible Department: Applied Social Studies
Module Objective: The module will examine: current social, economic and political forces shaping social policy; national and EU social policies and policy trends; case studies; current issues e.g. participation, social exclusion, inter-agency work, partnership; changing nature of community work.
Assessment: Continuous assessment/written assignments
Time: Wednesday 6.15-8.00 pm  Fee: €382

CS9 PSYCHOLOGY OF ADULT DEVELOPMENT 5 Credits
Responsible Department: Adult & Community Education
Module Objective: The module will examine: Freudian psychoanalysis; identity development; stages of adult development; feminist critique and research; men and masculinity.
Assessment: Continuous assessment/written assignments
Time: Wednesday 8.15-10.00pm  Fee: €382

NUI Maynooth Certificate: People Place and Heritage

LS 32 EUROPE IN NINETEENTH CENTURY 5 Credits
Responsible Department: History
Module Objective: The module will examine: the revolutionary epoch; romanticism, liberalism, nationalism; the development of industrial society; Europeans overseas.
Assessment: Two-hour end-of-semester examination 50%, Individual project 50%
Time: Tuesday 6.15-8.00pm  Fee: €382

LS19 IRELAND 1603-1800 5 Credits
Responsible Department: History
Module Objective: The module will examine: the revolutionary epoch; romanticism, liberalism, nationalism; the development of industrial society; Europeans overseas.
Assessment: Two-hour end-of-semester examination 50%, Individual project 50%
Time: Tuesday 6.15-8.00pm  Fee: €382

LS20 IRISH ART & ARCHITECTURE 1600-1900 5 Credits
Responsible Department: History
Module Objective: The module will examine: the changing forms and styles of art and architecture since AD1600; The role of art in Irish society since AD1600.
Assessment: Individual project 75%, Class test 25%
Time: Wednesday 6.15-8.00 pm  Fee: €382

Students interested in taking modular certificates at the University’s Kilkenny Campus should contact the campus directly at kilkenny.campus@nuim.ie or 056-777 5910 for information on modules which will be offered there in 2010-2011

Application Closing Date: 18th August 2010  Start Date: 7th September 2010
Semester 2
(COMMENCING end of January 2011 for 12 WEEKS)

NUI Maynooth Certificate: Culture & Society

CS1A SOCIAL ANALYSIS 1: THEORISING SOCIETY
5 Credits

Responsible Department: Sociology
Module Objective: Modern Society as Capitalist Society, Marx and critical theory; Modern Society as Industrial Society. Durkheim and Beyond; Modern Society as Rational Society. From Weber to Ritzer; Modern Society as Urban Society; Tonnies and Simmel; Consensus vs Conflict; Symbolic Interaction-Mead and Goffman; Integrating Structure and Agency-Giddens, Bourdieu and Habermas; Introducing Poststructuralism-The Work of Michel Foucault.
Assessment: Continuous assessment/ written assignments
Time: Tuesday 8.15-10.00pm Fee: €382

CS35 THE ANTHROPOLOGY OF ETHNICITY
5 Credits

Responsible Department: Anthropology
Module Objective: To explore the ideas and practices associated with the concept of ethnicity from the point of view of the Social Sciences. Special relevance will be given to the social processes of differentiation, self-identification, categorization, inclusion and exclusion, that are at the centre of group formation. The anthropology of ethnicity.
Assessment: Continuous assessment/ written assignments
Time: Tuesday 6.15-8.00pm Fee: €382

NUI Maynooth Certificate: People Place and Heritage

LS21 IRISH PLACE NAMES
5 Credits

Responsible Department: Nua Ghaeilge
Module Objective: The principal elements found in place names; Meanings and structure of place names; Foreign elements in Irish place names.
Assessment: Continuous assessment/ written assignments
Time: Tuesday 6.15-8.00pm Fee: €382

LS33 EUROPE IN THE TWENTIETH CENTURY
5 Credits

Responsible Department: History
Module Objective: Origins of World War One; the dismantling of empires; the nation state and the League of Nations; the advance of technology; totalitarianism and World War Two; the Iron Curtain; European integration.
Assessment: Two-hour end-of-semester examination 50%, Individual project 50%
Time: Tuesday 8.15-10.00pm Fee: €382

CM13 EVOLUTION OF THE IRISH LANDSCAPE
5 Credits

Responsible Department: Geography
Module Objective: Landscape and environment; Cultural landscape; Society and State; Policy: Irish and EU.
Assessment: 1.5 hr examination (60%); written assignment (40%)
Time: Wednesday 6.15-8.00pm Fee: €382

CM15 IRELAND 1800-PRESENT
5 Credits

Responsible Department: History
Module Objective: Politics and constitutions; population and economy; religion, culture, ideology.
Assessment: Two-hour end-of-semester examination 50%, Individual project 50%
Time: Wednesday 8.15-10.00pm Fee: €382

Students interested in taking modular certificates at the University’s Kilkenny Campus should contact the campus directly at kilkenny.campus@nuim.ie or 056-777 5910 for information on modules which will be offered there in 2010-2011

Application Closing Date: 7th January 2011. Start Date: 18th January 2011

* CM denotes modules common to both programmes.
NUI Professional Development Courses

**NUI Certificate** Adult Guidance, Theory & Practice 01 708 3752

**NUI Certificate** Communication & Group Skills for Managers 01 708 6013

**NUI Certificate** Equality Studies in Training & Development (online) 01 708 6013

**NUI Certificate** Integrating Literacy 01 708 6013

**NUI Certificate** Training & Continuing Education 01 821 0016

**NUI Diploma** in Addiction Studies 01 708 6062

**NUI Diploma** Training & Development (for Socially Inclusive Workplaces) 01 708 6013
Adult Guidance, Theory and Practice
Level 8

COURSE AIMS
The course will address the needs of those working in a guidance capacity with unemployed and disadvantaged adults. It will introduce participants to models of labour market, educational guidance and will begin to explore the theoretical principles which underpin good practice.

ADMISSION REQUIREMENTS
Participants will have a minimum of 6-8 months experience of working directly with clients in an adult guidance and counselling context. The course will be particularly suitable for those who want to develop and enhance their applied and theoretical understanding of adult guidance and counselling and labour market services. It will enable participants to develop the appropriate skills and knowledge to access the Diploma/Postgraduate Diploma in Arts (Adult Guidance and Counselling) – subject to selection process.

WORKSHOP THEMES
- Adult Development and the Guidance process
- Models of Adult Guidance
- Applied Guidance Skills
- Support Systems, Contracts and Boundaries
- Change, Transition and Loss
- Understanding Aggression and Conflict
- Developing a Quality of Work Life
- Endings and Evaluation

ASSESSMENT PROCEDURES
In addition to a minimum attendance of 80%, the following assessment methods will be employed on the course:
- Learning Journal
- Essay
- Case Study
- Service Network Audit
- Interview

Participants will be expected to attend all workshops and participate fully in the group process and learning.

DURATION & DELIVERY
The course will be delivered in an open learning format incorporating home based distance learning materials and workshops.

1. Home based support materials = 100 hours
2. Seven x 2 day workshops = 100 hours

FEE €2,500

APPLICATION
Application and Brochure can be downloaded from http://adulteducation.nuim.ie
or Email: adultguidancecourses@nuim.ie
or call 01-7083752 for further information

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<td>NUI Maynooth Campus, Kilkenny</td>
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Communication & Group Skills for Managers
Level 7

INTRODUCTION
NUI Certificate in Communication & Group Skills for Managers will assist individuals to develop effective leadership, facilitation and communication skills in a work-based environment. It is suitable for individuals with no management/supervisory experience who wish to further their career. It is also appropriate for those individuals who wish to develop their existing skills.

COURSE AIMS
To develop practical management skills at an individual, group and organisational level. To achieve this the course comprises four modules.

CONTENT

Module 1: Personal Management Skills
This module introduces the students to the primary roles of the manager. Practical study skills will also be covered during the module to equip the students going forward.

Module 2: Managing Individuals
Managing people is a key role of the manager. This module covers such topics as employee relations, performance management and motivating people.

Module 3: Managing Groups
Groups and teams are of ever growing importance to organisations today. This module examines how groups are developed, the dynamics within groups and how groups and teams contribute to organisation effectiveness.

Module 4: Managing Organisations
The final module addresses managing the organisation. This involves managing change, developing culture within organisations. This module also examines the development of and implementation of strategy.

ADMISSION REQUIREMENTS
Participants must be 23 years of age or over and be in a position to apply what they are learning on the course.

ASSESSMENT PROCEDURES
• 85% minimum attendance
• Participation in class
• Assignments

COURSE DURATION
100 hours part-time over one year, this may include 3 or 4 Saturdays.

FEE €950

HOW TO APPLY
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<td>Cork</td>
<td>021 422 2100</td>
<td>Mon 6.30-9.30pm</td>
</tr>
<tr>
<td>Dublin 15, Castleknock</td>
<td>01 822 1626</td>
<td>Check with venue</td>
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Equality Studies in Training & Development (online) Level 7

INTRODUCTION
The NUI Certificate in Equality Studies in Training and Development will heighten participants’ knowledge and understanding of equality and diversity issues in order to contribute to the development of socially inclusive workplaces. The course will equip practitioners with the competence to become professional trainers in this challenging area.

COURSE AIMS
To provide participants with knowledge and skills in the following areas:
- Reflective Practice
- Equality Issues in a Diverse Ireland
- Ability and Disability Issues
- Teaching and Learning

CONTENT
The five Units of the course resource materials are presented in an open/flexible learning format, supported by three days of workshops:

Unit 1: Academic & Personal Skills
Unit 2: The Shape of Irish Society
Unit 3: Equality in a Diverse Ireland
Unit 4: Ability and Disability
Unit 5: Teaching and Learning

ASSESSMENT REQUIREMENTS
Course to be aimed at practitioners in learning and development or those with an interest in learning about diversity and equality.

Basic I.T. skills [NB Basic Computer Skills are available immediately through FÁS eCollege on www.ecollege.ie]

Access to a computer with Windows 2000 or above and broadband internet access. Commitment to self-directed learning.

ASSESSMENT PROCEDURES
- 85% minimum attendance
- Participation Online
- Portfolios
- Learning Journal
- Research Report

COURSE DURATION AND DELIVERY
Students meet together in 3 workshops and participate on line for the remainder of the course.

FEE €950

ON CAMPUS – NUI MAYNOOTH
Intake 1: Sept 2010
Workshops: September, November, and January (Dates to be confirmed)
Intake 2: Jan 2011
Workshops: January, March and May (Dates to be confirmed)
Closing Date for Applications 13th August 2010

OFF CAMPUS – PORTARLINGTON
Laois Third Level – Tel: 057 862 3161
Workshops – check with venue.

HOW TO APPLY
For application forms and further information, please contact:
Department of Adult and Community Education, NUI Maynooth.
Tel: 01 708 6013  Fax: 01 708 4687
Email: equalitystudies@nuim.ie
Web: http://adulteducation.nuim.ie

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<td>01 708 6013</td>
<td>Check with venue</td>
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Integrating Literacy
Level 7

INTRODUCTION
This course was developed in response to demand for the integration of literacy with training programmes. In some cases individuals on training programmes may not always have the required literacy level to achieve successful completion of the training. Some training programmes have sought to address this issue by providing separate tuition to enable the individual to improve literacy skills. However, it is proposed here that alongside separate literacy tuition, literacy skills should be integrated with the training. This integrated approach proves rewarding and provides added value for both the individual trainee and the trainers. To be effective however, the trainers need to develop specific skills. This course offers participants an opportunity to develop skills in order to integrate literacy training into course delivery.

COURSE AIM
The aim of this course is to give participants an understanding of literacy issues and the knowledge and skills required to integrate literacy development with other subject areas. On completion of the course, participants will be able to integrate basic skill development into their work practices.

CONTENT
The content focuses on the integration of literacy and includes the following areas:

CONTEXT FOR INTEGRATION
• Definitions and Philosophies
• Experiences and Barriers
• The Tutor/Student Relationship
• The Reflective Practitioner

SKILLS DEVELOPMENT
• An Integrative Approach to:
  – Lesson Planning and Assessment
  – Reading, Writing, Spelling and Numeracy
  – Use of Materials
• Multiple Intelligences and Specific Learning Difficulties
• Working with Groups and Teambuilding

ADMISSION REQUIREMENTS
There are no formal academic entry requirements. Participants must be 23 years of age or over and be in a position to apply what they are learning on the course. The integration process will begin during the course so it is essential that participants are working as adult tutors or trainers. The course is of relevance to tutors/trainers and other adult educators who work with students/trainees with literacy difficulties.

Both individual and group applications are invited; in particular we welcome applications from organisations such as Youthreach, Teagasc, CERT and NTDI.

ASSESSMENT PROCEDURES
Eight short assignments linked to course sessions
One essay (1800 words) based on a Learning Journal
Practical project (2500 words)

DURATION & DELIVERY
The course is conducted over 100 hours. It is usually delivered in a series of two-day training sessions within a six-month period.

FURTHER INFORMATION
Department of Adult and Community Education, NUI Maynooth
Tel: 01 708 6013 Fax: 01 708 4687

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<thead>
<tr>
<th>Location</th>
<th>Contact</th>
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<tr>
<td>Oughterard, Galway</td>
<td>091 874538</td>
<td>Check with venue</td>
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INTRODUCTION
This course was developed in order to ensure that trainers have the essential competencies necessary to meet the training challenges that they are faced with in today’s changing world.

The programme has been revised and updated during 2009 in order to ensure that it includes new developments in training approaches.

Participants attend a total of 5 days of workshops over the entire course period. You must attend all 5 Workshops.

COURSE AIMS
• ensure that trainers have the essential competencies necessary to meet the training challenges that they are faced with in today’s changing world;
• provide formal qualifications for those involved in training and development;
• encourage those in training roles to update themselves in new developments in training methodology and delivery systems.

CONTENT
The course is delivered in four units and covers all the essential basic skills and knowledge required by today’s trainer.

Unit 1: Assessing Training and Development Needs
The subjects covered in this unit are: Systematic training, job analysis, the learning process, the communication process and giving feedback.

Unit 2: Designing a Training Programme
The subjects covered in this unit are: Training methods, training styles, training aids, learning outcomes and preparing a training programme.

Unit 3: Delivering Training
The subjects covered in this unit are: Planning a training session, delivering a training talk, training demonstration, assessment method and e-learning.

Unit 4: Supporting the Learner
The subjects covered in this unit are: Socialisation, evaluation, interpersonal behaviour, motivation and giving supportive help.

COURSE DURATION & DELIVERY
Participants attend a total of 5 days of workshops spread over a fourteen week period. The course is run in several locations throughout the country. It is offered daytime and evenings.

ADMISSION REQUIREMENTS
There are no formal academic entry requirements. However, participants must be 23 years of age or over. It is desirable, though not essential, that you currently have a training role in some capacity.

ASSESSMENT PROCEDURES
You will submit a portfolio of your work to NUI Maynooth for assessment. Essentially this portfolio will display your competence in identifying, planning, implementing and evaluating training. You are also required to make a brief training presentation in the company of an NUI Maynooth assessor. You must also submit a written assignment on some aspect of training and development.

TUTOR SUPPORT
Throughout the programme tutors are always available to participants by phone, fax or e-mail. E-mail is an ideal way to send drafts of your work to your tutor for comment. Support is also available through the NUI Moodle E-Learning system.
FEES
The cost of the course is €1,250 per participant. All course materials are supplied. Tea/coffee is also supplied. Lunch and snacks are available at the course location but are not included in the course cost.

FÁS FUNDING
If you have recently become unemployed or redundant, it is worth checking with your local FÁS Employment Office to see if they might be in a position to part pay your course fee under the Technical Employment Support Grant. Please contact Cavanagh Consulting (01 8210016 or cavana@iol.ie) for further details.

PREVIOUS KNOWLEDGE AND EXPERIENCE
There are no formal education requirements or selection procedures. However, it is desirable to have some previous training experience. It is also very desirable, that you have an opportunity to carry out some training during the time you are completing the course. This gives you the chance to try out your new learning which forms the basis of some of your coursework.

TIME COMMITMENT
In addition to attending the course workshops, you are required to spend about 6-10 hours per week on your coursework. This is a big time commitment. You should not proceed with your application at this point in time, if you feel that you are not in a position to give that sort of time commitment to the course over its 14-week duration.

HOW TO APPLY
For application forms and information, please contact the Programme Co-ordinators:
Cavanagh Consulting,
9 Park Avenue,
Castleknock,
Dublin 15.
Tel: 01 821 0016
Mobile: 086 814 2203
Email: cavana@iol.ie
Web: www.cavanaghconsulting.ie

Course Locations
Course will commence at the following locations in September and October 2010

<table>
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<tr>
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<td>NUI Maynooth (Evenings)</td>
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NUI Diploma in Arts: Addiction Studies – Level 8
One-year part-time course offered through NUI Maynooth

INTRODUCTION
This Diploma course will provide students with an opportunity to advance their knowledge and expertise in prevention and intervention methodologies so that they can respond effectively to the challenges presented by drug and alcohol misuse in Ireland. The diploma is at Level 8 on the National Framework of Qualifications.

This course will enable participants to:
• Develop a theoretical understanding of substance misuse and related issues;
• Critically appraise current evidence based practice in relation to prevention and intervention;
• Locate substance misuse within its social, political and cultural contexts;
• Explore personal and professional issues as they pertain to work in the area of substance misuse;
• Develop group-work and facilitation skills;
• Apply their learning to work, vocational or community settings;
• Explore research methodologies that are related to working with substance misuse in a community setting;
• Develop skills in substance misuse education and prevention.

COURSE CONTENT
This programme is offered in two parts, with a combined total of 60 ECTS credits. Part 1 carries 20 credits and leads to the award of NUI Certificate in Addiction Studies. Part 2 carries an additional 40 credits and will lead to the award of NUI Diploma in Arts: Addiction Studies.

The modules for the Diploma will include the following:

Group work & facilitation skills/ Reflective Practice 7.5 credits
The objectives of this module are
a) to enable students to articulate a philosophy of adult learning processes and
b) to enable students to facilitate a learning group in a wide variety of contexts, and in particular in the area of addiction.

Prevention education: theory & practice 5 credits
On completion of this module students will be able to
• Examine current evidence based drug and alcohol prevention strategies
• Identify the most appropriate strategies to be applied in various school and community settings
• Identify their own role within the overall context of a comprehensive community based response.

Intervention skills 7.5 credits
On completion of this module students will be able to
• Critically reflect on current models of best practice in relation to advising, supporting and intervening with substance misuse and other addictive behaviours
• Demonstrate a theoretical knowledge and practical skills in motivational interviewing and brief intervention
• Demonstrate a theoretical knowledge and skills in assessment, care pathway planning and making referrals.
Drug & alcohol policy  5 credits
The module objectives are to enable students to
• Critically evaluate public policy service management as it relates to the management of drug and alcohol problems
• Identify the role that key national agencies, organizations and Government bodies play in shaping drug and alcohol policy
• Analyse the impact of foreign policies and international conventions on Irish drug and alcohol policy making
• Identify and critically debate the main components of current drug and alcohol legislation, policies and strategies.

Social capital and social network analysis  5 credits
The objective of this module is to enable students to develop a sociological understanding of the importance of social capital and social networks, together with the role they play in understanding and addressing issues of addiction.

Social Analysis: theorizing society  5 credits
This module will introduce students to sociological theory and the major schools of thought and perspectives that shape our understanding of contemporary society.

Community engagement & learning  5 credits
The objective of this module is to engage in critical and reflective processes concerning one’s involvement in social or community activities and action, and to put together a descriptive and reflective learning portfolio.

COURSE DURATION
200 hours part-time over one year, plus additional compulsory workshops and tutorials throughout the year. Students will attend on two evenings per week.

ADMISSION REQUIREMENTS
Candidates for the Diploma must be 23 years or over and have satisfactorily completed the NUI Certificate in Addiction Studies (or equivalent).

ASSESSMENT PROCEDURES
Continuous assessment: essays, projects, research reports, portfolio, learning journal etc.

FEE €2,500

HOW TO APPLY
The next Diploma Programme will be delivered on campus at NUI Maynooth commencing in early September 2010.

Further details contact Kay Loughlin
Department of Adult and Community Education,
National University of Ireland Maynooth,
Maynooth, Co. Kildare
Phone: 01 7086062
Email: kay.loughlin@nuim.ie
INTRODUCTION
The NUI Diploma in Training and Development (for Socially Inclusive Workplaces) is aimed at adult educators and trainers who work to promote social inclusion in the workplace. The emphasis is on best practice in inclusive education and training.

This diploma course builds on two required certificate courses - Equality Studies in Training & Development or Adult & Community Education and Training & Continuing Education - by offering a third certificate course from the following options: Adult Guidance, Theory & Practice; Addiction Studies; Community Development and Leadership; Disability Studies; Integrating Literacy or Counselling Skills. Students who complete the three named certificate courses and successfully complete a diploma level project are eligible for the award of NUI Diploma in Training & Development (for Socially Inclusive Workplaces).

COURSE AIMS
To recognise the knowledge, skills and competencies of participants in the following areas:
- Training/Education
- Equality/Disability
- Guidance & Counselling
- Integrating Literacy

and to develop the skills necessary to promote reflective practice in diverse learning groups.

COURSE OBJECTIVES
Participants who successfully complete the programme will be equipped to:
- Facilitate inclusive processes for assessing training needs
- Design inclusive education and training programmes
- Deliver education and training inclusively
- Support the learner
- Have the necessary skills and knowledge to address equality issues in general and disability issues specifically
- Understand equality legislation as it relates to education and training
- Be skilled in the area of critical and reflective learning
- Be skilled in the area of adult guidance and counselling
- Be skilled in integrating literacy into training programme

COURSE REQUIREMENTS & ASSESSMENT

Required Certificates:
1. Training and Continuing Education/Adult and Community Education
2. Equality Studies
40 Credits

Diploma in Training and Development - Level 7 Socially Inclusive Workplaces
60 credits

Plus one of the following options:
- Addiction Studies
- Adult Guidance, Theory and Practice
- Community Development and Leadership
- Communication and Group Skills for Managers
- Counselling
- Disability Studies
- Integrating Literacy
20 credits

FEES
The cost for this diploma course will be in the region of €650.

Students must successfully complete all course requirements for the three certificate courses and, in addition, they must successfully complete a diploma level project in order to attain the award: NUI Diploma in Arts: Training & Development (for Socially Inclusive Workplaces).

HOW TO APPLY
For application forms and further information, please contact Department of Adult and Community Education, National University of Ireland Maynooth, Maynooth, Co. Kildare
Telephone: (01) 7086013
Email: dipsiw@nuim.ie
NUI Degree Programme

Bachelor of Arts (Modular evening part-time) (Honours – Level 8)

BA Local Studies 01 708 4587
BA Community Studies 01 708 4587
INTRODUCTION
The National University of Ireland Maynooth offers modular part time honours degrees in Local Studies and Community Studies. These programmes were developed in response to the demand for inter-disciplinary, flexible progression routes for adult to degree level. They are offered in the evening to facilitate adults who are unable to attend on a full-time basis during the day. They represent a further expansion of NUI Maynooth provision for mature students. With such innovative features as flexible delivery, modularisation, credit accumulation and recognition of accredited prior learning, students may advance in a systematic and learner friendly way towards a primary degree.

The programmes are offered at the NUI Campus, Maynooth, Co. Kildare and at the University’s Kilkenny Campus.

STRUCTURE OF THE DEGREE PROGRAMMES
Over a five year cycle of delivery the following two programmes are provided:
- Programme 1: Local Studies
- Programme 2: Community Studies

Students on the degree may choose to follow either the Local Studies programme or the Community Studies programme. It is not possible to attend modules from both programmes, except where Common Modules are offered.

The inter-disciplinary nature of the programmes means that the various University Departments have responsibility for module delivery.

1. Local Studies:
   Participating Departments - History, Geography, Ancient Classics, Nua Ghaeilge, Language Centre, Sociology, Anthropology, Adult & Community Education.

2. Community Studies:

SEMESTERS
Each academic year has two semesters. Semesters are blocks of fourteen weeks, consisting of twelve weeks class contact and two weeks study and examinations.

Each academic year on-campus is typically structured as follows:

- Semester 1
  12 weeks class contact + 2 study weeks

- Semester 2
  12 weeks class contact + 2 study weeks

Summer Modules (Optional)
Monday-Friday full-time - 1 week

Lectures are offered over two or three nights per week, usually Tuesday, Wednesday and, at times Thursday, from 6.00-10.00pm.

MODULES
Each programme is offered through modules. A module is a “block” of learning in which a particular topic is taught and assessed. Most modules are “stand alone” and can be studied as separate blocks. All modules carry credits towards the degree. The modules of study are delivered through a combination of regular lectures, tutorials, presentations, field courses and short summer schools.
The modules carry different credit weightings as follows:
Module Credit 5  Class Contact Hours  24
Module Credit 10 Class Contact Hours  48

CREDITS
The degrees are based on the accumulation of credits. Students must accumulate 180 credits to successfully obtain their degree. Credits are awarded on successful completion of end of semester assessment. The flexibility of the degrees means individuals can accumulate a maximum of 20 credits or a minimum of 5 credits per semester.

RECOGNITION OF ACCREDITED PRIOR LEARNING
Accredited Prior Learning (APL) is considered for exemption from specific programme modules. NUI Maynooth courses and/or accredited higher education courses provided by other institutions and successfully completed by applicants are considered for APL. A University Committee appraises the applications and credits are awarded to individual students through NUI Maynooth academic procedures.

A student can transfer a maximum of 60 credits for APL.

Applicants to the degree must indicate on their Application Form the names of higher education courses for which they may be seeking credits through APL. Copies of certificates for such named courses will be required only from applicants who are offered a place on the degree.

ASSESSMENT AND AWARDS
Each module on the degree programmes is assessed. In general assessment methods include assignments, project work, written examinations and presentations. All students must complete a thesis.

On achieving 180 credits the student is awarded a BA Local Studies (Honours-Level 8)
OR
BA Community Studies (Honours – Level 8).

CHOOSING A PATH THROUGH THE DEGREE
Students on the degree may choose to follow either the Local Studies programme or the Community Studies programme. However, students are not required to make a final decision on which programme they wish to follow until they have successfully completed Semester 1.

Semester 1.
In Semester 1 a student will be expected to successfully complete the common obligatory modules:
CM1: Study Skills & Studies Support;
CM04: Introduction to Information & Communication Technologies;
CM5: Introduction to Programmes: Local Studies & Community Studies.

Please note the following:
• The Introduction to Information & Communication Technologies module assumes that students have basic IT/word processing skills.
• Students who have previously achieved the award of Diploma in Arts or a higher award may apply for an exemption in Study Skills.

All students must successfully complete the Common Introductory Modules in Semester 1.

Programme Selection:
Local Studies OR Community Studies
In order to complete the degree students are expected to:
• Choose sufficient modules from either the Local Studies programme OR the Community Studies programme to accumulate 180 credits for award of the degree;
• Complete a Thesis (20 credits) as part of their programme.
Students must have completed 120 credits of taught modules before registering for Thesis.

**STUDENT SUPPORT**

Students on the part-time degrees have access to all services and supports available in the University, with the additional services of a Student Support Officer. A Study Skills and Student Support module is offered in the first semester of the programme.

**ADMISSION REQUIREMENTS**

Applicants to the degree programmes should be mature students, i.e. aged twenty-three years or over by 1st January in the year of admission.

NUI Maynooth encourages applications from adults who may not have completed second level education. The number of places offered will be restricted so it may not be possible to offer places to all applicants in any one year.

**NON-EUROPEAN APPLICANTS**

The University welcomes applications from non-EU applicants. For information regarding fees for non-EU applicants visit the University’s webside at: www.nuim.ie/international.

**LANGUAGE PROFICIENCY**

Both programmes are delivered through English. Students are advised that to benefit from their chosen programme they should be proficient in both written and spoken English.

**FEES**

Fees are calculated on the credit weighting of each module and are payable at the beginning of each semester.

**HOW AND WHERE TO APPLY**

Application for admission is made direct to Maynooth or Kilkenny. It should be made on the official Application Form available from:

**Maynooth Campus**

BA Support Officer,  
Department of Adult and Community Education,  
National University of Ireland, Maynooth,  
Maynooth, Co. Kildare.

Tel:  01 708 4587/708 3948  
Fax:  01 708 4687  
Email:  BApartTime.AdultEd@nuim.ie

**Kilkenny Campus**

Programme Manager,  
Kilkenny Campus (NUI Maynooth),  
College Road, Kilkenny, Co. Kilkenny.

Tel:  056 777 5910/777 5919  
Fax:  056 776 1369  
Email:  Kilkenny.campus@nuim.ie

Completed application forms should be returned to the same address.

The information in this introduction is intended only as a guide for applicants. NUI Maynooth reserves the right to alter any aspect of this information at any time.
Continuing Education Staff
2010/2011

CONTINUING EDUCATION
Tel: 01 708 4500
Josephine Finn
Head of Continuing Education
Kellyann Reid
Continuing Education Support Officer
Kay Loughlin
Executive Officer

COUNSELLING SKILLS
Tel: 01 708 3784
Mary B. Ryan
Programme Co-ordinator
David McCormack
Academic Course Co-ordinator
Mary Corbally
Senior Executive Assistant

ADULT GUIDANCE & COUNSELLING
Tel: 01 708 3752
Tel: 01 708 3750
Mary B Ryan
Programme Co-ordinator
David McCormack
Academic course Co-ordinator
Breda Gibney
Senior Executive Assistant

BA LOCAL STUDIES / BA COMMUNITY STUDIES
Rosaleen O’Riordan (Maynooth)
Support Officer
Christopher Reid (Kilkenny)
Academic Programme Manager

KILKENNY CAMPUS
Tel: 056 777 5910
Maeve O’Byrne
Acting Head Kilkenny Campus/
Development Officer
Christopher Reid
Academic Programme Manager
Lisa Condon
Campus Administrator/
Facilities Manager
Mairead McQuaid
Librarian
Continuing Education Associate Staff
2010/2011

ADULT AND COMMUNITY EDUCATION
Jimmy Connolly
MA (Adult Ed), HDip (Adult Ed), Dip. Addiction Studies
Sarah Fitzsimons
BSocSc., HDip (Adult Ed)
Kay Lynch
Dip Counselling Skills, BA, MLitt

ADULT GUIDANCE AND COUNSELLING
Ann Byrne
MSc, MA, CMIGC, HDip in Ed
Mick Fahy
BA, HDip, Dip in Remedial and Compensatory Education, Dip in Group Analytic Psychotherapy
Andrée Harpur
HDE, DCG, MA, CMIG

ADDITION STUDIES
Derek Byrne
B.A. (Hons), M.Phil., M.Sc.
Ger Campbell
BSc Hons. Counselling & Psychotherapy
John Casey
SRN, Dip Addiction Studies, MSc Drug & Alcohol Policy
Gerard Farrell
RPN, BA, MSc, Dip Counselling MIACP, Dip in Psychotherapy Supervision
Stephen Harding
MSc Drug and Alcohol Policy, H.Dip (HHSA), Dip Addiction Studies, HDip. Adult & Community Ed.
Tony Jordan
MLitt, MA in Supervision, Dip Addiction Studies
Vivienne O’Brien
B.A., HDip in Education, Dip Counselling, Dip Addiction Studies, MSc Drug and Alcohol Policy
Anna O’Neill
BA Psy, MA Health Promotions
Patricia Langton
BA MSc in Drug and Alcohol Policy
Bernie Maguire
BA, HDip in Ed, MLitt, MSc in Equality Studies
Dervalla Mannion
H Dip Adult & Community Education, H Dip Psychology

Brendan Moore
BSc, Dip Addiction Studies, MSc in Drug and Alcohol Policy, Mem IAAC
James O’Shea
MA, HDip (Adult Ed), BSc(Hons) Couns., RPN, RGN, MBACP, MIAAACC
Declan Roche
B.A., M.A., Reg Psychol. APsSI, Reg FT Supv FTAI & ICP, EAP
Maeve Shanley
BSc, HDip in Ed, MSc in Health Service Management

COMMUNITY DEVELOPMENT AND LEADERSHIP
Derek Barter
BA, PHD
Fearga Kenny
BSc, PhD, DipStat
Margaret Nugent
BSc Rural Development

COMMUNICATION AND GROUP SKILLS FOR MANAGERS
Barra Flynn
BA(Mgmt), PG Dip (Comm.)

COUNSELLING SKILLS
Patricia Allen-Garrett
BSc Psych, Dip. Couns & Psychotherapy
Pauline Bradley
BA Psych, PG Dip, MA Counselling, C & G Teaching Cert
Mai Duddy
Dip. in Couns., Dip. in Gestalt Psychotherapy, Dip. in Supervision
Frank Fagan
Dip. in Couns.
Jean Farrell
Paul Hyland
B.Sc., Dip. Psy.
Jacqui Keenan
BA, BSS, CQSW, RGN, Dip in Couns & Psychotherapy, EAP
Martin Marshall
Dip. in Couns.
Camillus Metcalfe
BA, MA, PhD
Continuing Education Associate Staff
2010/2011

Jenny Mooney
Dip. in Couns. & Psych, Dip. in Gestalt Therapy, Dip. in Trauma Psych, Cert.in Art Psych, Dip. in Supervision

Caroline McGuigan
Dip. in Couns.

Emer Neilgan
Cert. in Art Psychotherapy & Supervision, Dip. in Psy., Dip in the Behaviour of Criminal Psychology

Kay O’Connor
Dip. in Couns., Training in Supervision

Pat. O’Farrell

Liam Roe
B.A., M.A., F.T.A.I.

Jeanette Rigney
M.I.A.C.T., M.I.A.H.I.P., M.E.A.S.

Freda Somers
Dip. in Couns., Dip in Gestalt Psychotherapy

Rita Stanford
Dip, BSc

Eileen Tatschl
Dip. in Couns.

Stephen Vaughan
BA, Dip. In Couns.

CREATIVE WRITING FOR PUBLICATIONS
Patrick Semple
BA

Suzanne Power
B.A. (Journalism) M.A. (Creative Writing)

DISABILITIES STUDIES
Paul Fagan
HDip

ECOONOMIC & FINANCE
Brian Finn
M.sc, B.B.S,Cert in Bus Arts KWU

Jim Flattery
Dip Mechanical Engineering, BA (Finance)

Fearga Kenny
BSc, PhD, DipStat

EQUALITY STUDIES
Jimmy Connolly
MA (Adult Ed), HDip (Adult Ed), Dip. Addiction Studies

Angela Mc Ginn
BSc. MSc. (UCD) M.Ed (Shef)

FAMILY AND COMMUNITY STUDIES
Brendan Scott
PhD

INTEGRATING LITERACY
Patricia Murphy
BComm, HDip Ed, Cert Literacy Development, WIT

Joan Nugent
BA (Hons), MSc Ed, Postgrad Dip Special Education, Postgrad Cert Online Tutoring.

Theresa Byrne
BA(Hons), WIT Cert (Literacy), M.Ed. (Lifelong Learning)

LOCAL HISTORY
Denis Cronin
BA, MA

Séamas Ó Maitiú
BA, PhD

PHILOSOPHY
Elizabeth Meade
BA Hons, MA

Haydn Gurmin
BA Hons, BPhil, MA

PSYCHOLOGY
Jeanette Boyne

Lorretto Cunningham
BA (Hons Psych)

Ruth Eremita

Zuzanna Gorska
MA (Hons Psych), BA (ELT).

Mary Foley
BA (Hons Psych)

Margaret Killoran
BA, HDip in Ed, CHR, MSOD
Continuing Education Associate Staff 2010/2011

**SOCIAL AND HUMAN STUDIES**
Derek Barter  
BA Hons, MPhil

Grainne Grovenor  
MA, BA

Michael Hook  
BA, BA (Hons), MA (Ed), P.G.C.E.

**TRAINING AND CONTINUING EDUCATIONS**
Billy Bennett  
BSc(Mgmt.), PGCert, PGDip (Stats.), MA, MPhi MMII

Brian Cavanagh  
M Ed, FIITD, Dip Tr & Ed.

Mary Grufferty  
B.Sc., Ph.D., Certificate in Training and Continuing Education

Fintan Harrison  

**RETURN TO LEARNING**
Margaret Sweetman  
BCL, BA, MA

Anne Roundtree  
BCH, BL, MA

Margaret Nugent  
BSc Rural Development

Derek Barter  
BA Hons, MPhil

Patricia Doyle
Continuing Education
Application Form

This form is applicable for NUI Maynooth & Kilkenny Campus Courses ONLY.
(Please See page 3 for details on how to apply to outreach centres)

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS AND RETURN WITH A
NON-REFUNDABLE DEPOSIT OF €100 TO:

Continuing Education Office, Department of Adult & Community Education, Education House,
National University of Ireland Maynooth, Maynooth, Co. Kildare

FIRST NAME
LAST NAME

TITLE
PPS No.

ADDRESS

EMAIL

DATE OF BIRTH / / MALE □ FEMALE □ Please tick box

TELEPHONE
DAY MOBILE

PREVIOUS COURSE UNDERTAKEN AT NUI MAYNOOTH
COURSE TITLE
YEAR COMPLETED

STUDENT NUMBER
NAME OF VENUE

TITLE OF CERTIFICATE COURSE FOR WHICH YOU ARE APPLYING/REGISTERING:

APPLICANTS WHO ARE APPLYING FOR THE FOUNDATION IN RETURN TO LEARNING, PLEASE TICK RELEVANT BOX:

DAYTIME □ EVENING □

APPLICANT SIGNATURE
DATE

How did you hear about this course? □ Newspaper □ Website □ Evening Class Guide Book □ Word of mouth
(please tick the appropriate box) □ Other (please specify)

This form is applicable for NUI Maynooth & Kilkenny Campus Courses ONLY. (Please See page 3 for details on how to apply to outreach centres)
## NUI Certificate Foundation Courses

### Economics & Finance
- Ballyfermot, Dublin 10
- The Donahies, Dublin 13
- NUI, Maynooth, Co. Kildare

### Return to Learning
- NUI, Maynooth, Co. Kildare

### English Courses for Speakers of Other Languages
- NUI, Maynooth, Co. Kildare

## NUI Certificate Courses

### Addiction Studies
- Cork
- Arklow, Co. Wicklow
- Drogheda
- Don Laoghaire, Co. Dublin
- Dublin 8, Sofia Housing Wellness Centre
- Limerick
- NUI Maynooth, Maynooth
- Dublin 10, Ballyfermot
- Dublin 15, Hartstown
- Co. Leitrim, Manor Hamilton
- Kilkenny, NUIM Campus

### Adult & Community Education
- Longford VEC
- Monaghan VEC
- NUI Maynooth, Maynooth

### Community Development & Leadership
- Castleknock, Dublin 15

### Counselling Skills
- Ballsbridge College of Further Education
- Ballyfermot College of Further Education
- Ballymun, Trinity Comprehensive School
- Boyle, Higher Education Centre
- Bray, Institute of Further Education
- Castlebar, Parish Centre, Chapel St
- Cavan Institute
- Clane, Scoil Mhuire
- Coolmine Community School, Clonsilla

### Counselling Skills cont’d
- Donahies Community School, Streamville Rd.
- Dun Laoghaire, College of Further Education, Cumberland St.
- Drogheda Community Services
- Ennis, Adult Education Centre, Clonroad Business Park
- GMIT, Galway
- Kilkenny, St. Kieran’s College
- Letterkenny IT
- Rathkeale, Limerick
- NUI Maynooth, Maynooth
- Navan VEC, Abbey Road
- Old Bawn Community School
- Sligo – Grange Community School
- Tullamore
- Waterford-Coláiste Chathail Naofa, Dungarvan

### Creative Writing for Publication
- Kilkenny, NUIM Campus
- NUI Maynooth, Maynooth

### Directing
- Dublin

### Disability Studies
- Dublin GIL, North Brunswick St, D7

### Family and Community Studies
- Castleknock, Dublin 15

### Local History
- Dublin City Archives, Pearse St, Dublin 2
- Navan, Co. Meath
- NUI Maynooth, Maynooth

### Philosophy
- NUI Maynooth, Maynooth
- Kilkenny, NUIM Campus

### Psychology
- Cavan, Co. Cavan
- Clane, Co. Kildare
- Cork, Co. Cork
- Coolmine, D15
- Crumlin, D12
- Dun Laoghaire, Co. Dublin
- Kilkenny, NUIM Campus
- Malahide Co. Dublin
- Navan, Co. Meath
- Old Bawn, D24
- Laois Third Level, Co. Laois
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Course Location Map

Part-time Courses 2010-2011

Certificates/Diplomas/Degrees