CORK COLLEGE OF COMMERCE
CORK CITY & SKIBBEREEN
FURTHER EDUCATION

www.corkcollegeofcommerce.ie

PROSPECTUS 2019
Cork Education and Training Board (CETB) was formed in 2013 through the integration of the Cork City and County Cork VEC’s and in January 2014, what was Fás training in Cork came under the remit of Cork ETB. For the first time ever, further education and training (FET) became part of a single, coherent integrated structure. Cork ETB’s FET services (FET CORK) sit alongside our primary and post primary services in providing high quality education and training services which are innovative, responsive and inclusive. Through Cork ETB there is a pathway for every learner.

FET Cork is tasked by SOLAS to provide high quality FET programmes which are responsive to the needs of learners and the requirements of a changed and changing economy. Through the varied and diverse programmes and courses delivered by the colleges and centres that operate under FET Cork, learners are provided with education and training opportunities that are designed specifically to provide the skills and competencies necessary and required to access the world of work, or to progress on to further studies. Our courses are recognised and certified by nationally and internationally recognised awarding bodies, with graduates highly valued by employers and with direct access links from many courses into Higher education courses in Universities and Institutes of Technology, both in Ireland and abroad. Learners engaging with FET Cork programmes reflect the fullness of Irish society, in terms of age, experience, gender, ethnicity and so much more. Participation on a FET Cork programme is designed to develop the skills, knowledge and understanding of the individual in an environment that is supportive and encouraging, where differences and diversity are recognised and respected. School leavers, mature learners, learners with a disability and learners who have come to Ireland to make it their home are welcomed, supported and encouraged to participate and engage with our programmes.

Presented in this prospectus are a range of full time programmes offered by Cork College of Commerce. Within the diversity of programmes offered I am sure that you will find something that will provide you with the foundation and impetus to take the next step in your learning journey, and that you will have an experience built on our commitment to high quality teaching and learning in a supportive environment that will expand your horizons and provide new opportunities for your future.

John Fitzgibbons
Director of Further Education and Training
Cork Education and Training Board
If you are looking for a truly inclusive college with a holistic student experience embedded in everything we do then you’ve come to the right place. As you browse through the pages of our prospectus you will see the broad range of the courses available in our city campus. The college courses provided in the West Cork Campus in Skibbereen have a separate prospectus. We do everything we can to facilitate you to ‘release your potential’.

If you are choosing a course in order to go directly into the workplace then we can provide recruitment fairs, jobs enterprise seminars, LinkedIn training, digital badges and a whole range of services in our jobs advice hub. Our courses are constantly under review from our industry partners and are updated to remain at the cutting edge of industry.

If you are choosing a course because of the excellent progression opportunities we can safely say that we provide excellent links with CIT, UCC, WIT and other universities and IT institutes nationwide as well as links in Scotland, England and European colleges. Our special arrangements and links are constantly being updated as we search for new opportunities for you.

We embrace diversity and life long learning and our students are represent a range of ages, educational and life experiences. We provide them all with the qualifications to move another step forward to their goals. We have a completely international student population and we cater for those just leaving second level education or those stepping back into education after years of living their lives.

We also work hard at supporting your learning with guidance, counseling, study support, mentoring, disability support, mature student support and international student support.

An attractive canteen, creche, supervised study hall, open access computer facility and being located right in the centre of town also add to the attractiveness of student life here making us a college of choice.

We care about your learning, your success and your student experience here. We are passionate about our college and making it a great experience for you. Quality courses, quality teachers and a huge commitment to the teaching and learning process make me proud to be Principal here.

Note:
The college reserves the right to restructure or cancel any course without notice. This prospectus does not infer or impose any legal obligation on the Cork Education and Training Board or the college Board of Management to provide courses or other services to students.
Accounting Technician Apprenticeship

INTRODUCTION
This course is geared towards school leavers and more mature applicants who are looking for a new professional career. It is a two year programme which combines ‘on-the-job’ work experience with academic study. Participants will work at their employers’ office four days a week (while paid wages by the employer) and attend classes in the college one day a week over two academic years. Participants graduate as fully qualified Accounting Technicians.

ENTRY REQUIREMENTS
Applicants will be recent school leavers who have completed the Leaving Certificate or employees who wish to work in a finance role. Applicants must be at least 18 years of age or before the 1st of July in the year of entry. Applicants:
• must have at least O5 grade in Leaving Certificate English and Maths or Accountancy;
• should normally have approximately 310 CAO points. Applicants who sat the Leaving Certificate before 2017 must have a minimum of 300 CAO points and a D3 in Ordinary Level English and Maths or Accountancy;
• Applications have to be made directly to ATI at www.accountingtechnicianapprenticeship.ie

Mature applicants (over 23) will be assessed individually to consider eligibility (see www.accountingtechnicianapprenticeship.ie for full details of entry requirements). Applications have to be made directly to ATI at www.accountingtechnicianapprenticeship.ie

CERTIFICATION
Participants graduate as fully qualified Accounting Technicians, with a QQI Level 6 Advanced Certificate Award.

WORK PLACEMENT/EXPERIENCE
Students will work at their employer’s office for four days per week. The employer led recruitment process is organised and managed by ATI. Students will work at their employer’s office for four days per week (while paid wages by the employer) and attend classes in the college one day a week over two academic years.

EDUCATION PROGRESSION
Participants graduate as fully qualified Accounting Technicians. On successful completion of the apprenticeship, they are offered a place on the programme with a two year apprenticeship contract.

CAREER OPPORTUNITIES
Accounting Technicians perform a wide range of roles including Bookkeeping, Financial Accounting and Taxation. On successful completion of the Apprenticeship, a person may apply to do further study with one of the professional bodies.

CONTACT DETAILS
For further information email: apprenticeship@ccoc.ie
(021) 4223807
Course fees outlined on www.corkcollegeofcommerce.ie

Auctioneering & Property Services Apprenticeship

INTRODUCTION
This is a two year apprenticeship programme aimed at school leavers and mature applicants who are considering a career in the auctioneering and property services sector. Participants work four days a week with an auctioneer, estate agent, property management or property letting business while paid by the employer, and attend classes in the college one day a week over two academic years. Applications should be made on the college online application system.

ENTRY REQUIREMENTS
The minimum entry requirements are as follows:
• Leaving Certificate Grade O6/H7 or above in 5 leaving certificate subjects or equivalent OR
• A full QQI Level 5 or Level 6 Certificate in a Business Discipline or equivalent OR
• Other relevant experience/employment (3 years) having reached the age of 19. Adjudicated on a case by case basis.

An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and being offered an apprenticeship contract by a registered employer following an interview process.

CERTIFICATION
On successful completion of the apprenticeship, participants will receive a QQI Level 6 Advanced Certificate in Auctioneering and Property Services. In addition, they are also eligible to apply for a PSRA licence (all four categories) and can apply for Associate membership with SCSI.

WORK PLACEMENT/EXPERIENCE
Students will work with their employer for four days per week. Applications are made through the college online application system. The College will then contact them asking for a CV and other documentation to allow for screening for eligibility. Applicants who meet the criteria will be called for a College interview. If successful, their CV’s are then sent to registered employers who decide on shortlisting for interview. If an employer offers an applicant an apprenticeship, they are offered a place on the programme with a two year apprenticeship contract.

EDUCATION PROGRESSION OPPORTUNITIES
The following progression routes have been discussed by CDETB with SCSI and DIT:

- BSc (Hons) Auctioneering, Valuation and Estate Agency (Full-time) DIT
- BSc (Hons) Property Economics (Part-time) DIT
- BSc (Hons) Property Studies (Part-time) SCSI

NOTE: The above progression opportunities are not yet finalised with SCSI/DIT.

CAREER OPPORTUNITIES
On successful completion of the apprenticeship, one can apply for a PSRA licence and be employed in a range of roles in auctioneering, estate agency and property management organisations. A person may also decide to do further study with a view to specialise.

CONTACT DETAILS
For further information email: apprenticeship@ccoc.ie
(021) 4223807
Course fees outlined on www.corkcollegeofcommerce.ie

AUCKLAND & PROGRESSIVE UNIVERSITY
Business & Administration

Course fees outlined on www.corkcollegeofcommerce.ie

For further information email:
Accounts Administration

INTRODUCTION
If you have a flair for numbers and an interest in working in the financial side of any business office then this is the perfect course for you. Gain experience in supporting the management of finances in any company environment or be the ‘go to’ person for accounts in the office of a small business.
• Professional guest lectures
• Data Protection seminar

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Business Administration 5M4246.
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in an office environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Studies (CR021)
UCC: Commerce (CK021)
CCOC: QQI Level 6 Advanced Business 6M4985
CCOC: QQI Level 6 Advanced Marketing with Event Management 6M4985 Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 380 CAS points for any Institute of Technology can be attained IT. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Accounts Administration staff can perform a wide range of finance support roles in any business office environment. Qualified to engage in a wide range of bookkeeping and payroll roles within a busy office and with experience gained the opportunity to pursue an Accounting Technician Qualification is the next step in having a successful career in this area. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

Accounting Technician

INTRODUCTION
Get the best national and international professional qualification available to an accounting technician. Become skilled in all of the key financial aspects of accounting for any business. This is a two year course. Students will participate in
• Professional guest lectures
• Training in Excel Spreadsheets and Accounts Software

ENTRY REQUIREMENTS
School leavers must have a Leaving Certificate with either:
• At least five OS grades in 5 Ordinary level subjects (including English and either Mathematics or Accounting), OR
• At least two H6 grades in Higher Level subjects and two OS grades in Ordinary level subjects (to include English and either Mathematics or Accounting at either level).
For mature applicants who have reached 21 years of age (by 1st January of the year in which they wish to commence the course), experience will be considered in lieu of formal qualifications. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
Certificate for Accounting Technicians (after Year 1)
Diploma for Accounting Technicians (after Year 2 plus two years of relevant work)
QQI Component Certification

WORK PLACEMENT/EXPERIENCE
Students will undertake a mandatory 5 week work placement before the commencement of their second year.

EDUCATION PROGRESSION OPPORTUNITIES
Progression opportunities available for study with the following accounting bodies (exemptions available): CPA -Chartered Accountants, ACCA, CIMA. Tralee: Business (Accounting) (TL831) Year 2 Entry.

CAREER OPPORTUNITIES
Accounting Technicians can perform a wide range of finance roles in industry ranging from accounts assistant roles up to financial controller roles. They also can work in an accounting practice in auditing or taxation roles ranging from junior assistant up to manager levels. Exemptions may be available from examinations of some of the professional accountancy bodies. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
Business

INTRODUCTION
This course is a broad-based programme providing an excellent grounding in the skills and knowledge required in a modern business setting. Completion opens up progression avenues to various Higher Education establishments in addition to work opportunities. Students participate in:

• Optional Chinese or German
• Professional guest lectures
• Digital Marketing workshop
• Word Processing workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Business Studies 5M2102
QQI Component Maths 5N1833 (available as option in the evening for learners requiring Maths for progression).

COURSE CONTENT
ACCOUNTING - MANUAL & COMPUTERS
- International Trade Practice
- Legal Practice & Procedures
- Marketing Practice
- Spreadsheet Methods
- Supply Chain Operations
- Business Administration Skills
- Communications
- Work Experience

ADDITIONAL TRAINING:
- CCOC Certificate Chinese (optional)
- CCOC Certificate in Chinese (optional)
- German 4N1173 (optional)

WORK PLACEMENT/EXPERIENCE
Students undertake a block-placement of 2 weeks in a business/industry environment.

EDUCATION PROGRESSION OPPORTUNITIES
CCOC QQI Level 6 Advanced Business 6M4985
CIT: Business Studies (CR021)
UCC: Commerce (CK201)
CIT: Business Administration (CR022)
CCOC QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012
CCOC QQI Level 6 Advanced Marketing Event Management (Business) 6M4985
Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 50% CAO points for any Institute of Technology can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Job opportunities may include roles such as Accounts Assistant, Marketing/Sales Representative, Junior Office Administrator, Customer Service Representative, Frontline office personnel. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to 'CCOC college jobs register' and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: business@ccoc.ie
(021) 4223850
Course fees outlined on www.corkcollegeofcommerce.ie

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Business (International)

INTRODUCTION
As an open economy Ireland relies on the international trade of goods and services. This course is designed to equip students with the knowledge and skills relating to international business practice and operations so that they can take advantage of employment and further educational opportunities which exist in this area. Students participate in:

• Optional Chinese or German
• Company visits
• Professional guest lectures
• Attendance at Supply Chain and Logistics Expo

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in International Trade 5M2111
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

COURSE CONTENT
ACCOUNTING - MANUAL & COMPUTERS
- International Trade Practice
- Legal Practice & Procedures
- Marketing Practice
- Spreadsheet Methods
- Supply Chain Operations
- Business Administration Skills
- Communications
- Work Experience

ADDITIONAL TRAINING:
- CCOC Certificate Chinese (optional)
- CCOC Certificate in Chinese (optional)
- German 4N1173 (optional)

WORK PLACEMENT/EXPERIENCE
Students undertake a block placement of 2 weeks in business/industry environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Studies (CR021)
CIT: Business Administration (CR022)
CCOC QQI Level 6 Advanced Business 6M4985
CCOC QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012
CCOC QQI Level 6 Advanced Marketing Event Management (Business) 6M4985
Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for students. Up to 50% CAO points for any Institute of Technology can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Job opportunities may include multi-national/Irish companies involved in exporting and importing and general supply chain and logistics operations. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college job’s register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: business@ccoc.ie
(021) 4223850
Course fees outlined on www.corkcollegeofcommerce.ie
INTRODUCTION
Do you need to improve your skills in English Language and at the same time gain some IT and Customer Service Skills and qualifications? Then this course is designed specially for you. Completion of the course will allow you to get employment or study at a higher level.
• State of the art digital language laboratories
• Visits from contact centres
• Mature student support and mentoring
• Cultural activities
• Fluency in English is the main focus of this course
• Access to a CRM Package

ENTRY REQUIREMENTS
Applicants will be required to take an assessment to determine their level of competency in the English language. This enables the college to place students in appropriate classes. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Contact Centre Operations SM2071
QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in an office/industry environment.

EDUCATION PROGRESSION OPPORTUNITIES
CCOC: QQI Level 6 Advanced Business 6M4985
CIT: Business Studies (CR021)
UCC: Commerce (CK201) (QQI Maths required which is available as an extra module by night)
CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012
CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985
Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Customer service, contact/call centres, receptionists, and administration positions requiring bi-/multilingual skilled individuals with an awareness of good customer service and excellent telephone technique. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
Estate Agency Administration

INTRODUCTION

Have you an interest in the property sector and would like to work in a busy Property Management Services, Auctioneers or Valuers as part of the admin team? Then this is the course for you. You will learn all of the necessary administration skills coupled with a specialisation in Valuation and Estate Agency Practice. This course also provides an opportunity to get familiar with the sector prior to considering the Apprenticeship in Auctioneering & Property Services. Students participate in:

- Professional guest lectures
- Training in myhome.ie software
- Safety and Health workshop
- Microsoft Outlook workshop
- Data Protection workshop

ENTRY REQUIREMENTS

Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

QQI Level 5 Certificate in Business 5M2102
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

WORK PLACEMENT/EXPERIENCE

Students undertake work placement one day per week in partnership with a number of nominated estate agents/auctioneers for the duration of the year. Students are assigned to one of the partnership companies for their placement.

EDUCATION PROGRESSION OPPORTUNITIES

DIT: DT104 BSc Accounting, Valuation & Estate Agency / DT110 BSc Property Economics (Valuation Surveying) / LL.B / LL.T: LC242 BSc Property Valuation and Management / LIT: LC248 BSc Built Environment (Common Entry) CCOC: Auctioneering & Property Services Apprenticehip / CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4986, CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012

Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any Institute of Technology can be attained by successful completion of this course. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Administration roles in Auctioneering, Property Management etc. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

FinTech – Technology for the Financial Sector

INTRODUCTION

If you are interested in learning about a range of technological interventions into personal and commercial finance then this is the course for you. One third of consumers use at least one or two fintech services as these opportunities become part of our daily lives. Everything from smartphone money transfer to bitcoin belongs under the fintech umbrella and this is your chance to learn about business in this way. Students participate in:

- Professional guest lectures
- Site visits
- The Executive Institute event participation
- Digital Presentations workshop
- Entrepreneurial skills workshop
- Digital Marketing workshop

ENTRY REQUIREMENTS

Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

QQI Level 5 Certificate in Business 5M2102
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

WORK PLACEMENT

Students undertake a block work placement of 2 weeks in a financial services environment.

EDUCATION PROGRESSION OPPORTUNITIES

CIT: Business (CR021), UCC: Commerce (CK201), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4986. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for College of Commerce students. Up to 390 CAO points for any Institute of Technology can be attained by successful completion of this course. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Financial Services administration, customer service administration, financial advice office administration, back office financial services administration, credit union administration.

All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
FIT-Business Administration Skills

INTRODUCTION
If you have been unemployed for some time or wish to retrain or reskill to return to the workplace then this is the course for you. You can learn all of the skills needed to pursue employment in a sector where there are huge opportunities at this time. Study in a supported mentored environment to release your potential. Students participate in:
- Professional guest lectures and site visits
- Skillsport online learning
- FIT employment supports - CV workshops, interview skills, mock interviews.

ENTRY REQUIREMENTS
Long term unemployed with no previous educational qualification higher than FETAC/QQI Level 4: applicants should be aged 21 and over and in receipt of social welfare payment. Applications through FIT at (021) 2428755, www.fit.ie or contact your Local Intreo Centre. Application can also be made directly to the college, through the college website. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Business Administration 5M2468, QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a variety of settings e.g. customer service, back office or shared services. Students are encouraged to find their own work experience and will be supported by FIT in this effort. During the course FIT personnel provide backup for work experience, mentor the learners and provide follow up after the work experience has been completed.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Studies (CR021), UCC: Commerce (CK201), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985. CCOC: QQI Level 6 Advanced Tourism with Business 6M5012. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Graduates are well placed to take up positions in either back or front office administration and customer service within any organization. Graduates have found employment in retail, customer care and general administration. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

Human Resource - Admin Specialist

INTRODUCTION
If you have a passion for organisation and would love to have an admin role in the busy human resources section of a company then this is your course. Get to grips with knowledge on staff training, recruitment, employers rights and responsibilities and all that happens in the industrial relations arena and take that step. The students participate in:
- Professional guest lectures
- Microsoft Outlook workshop
- Digital Marketing workshop
- Data Protection workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Information Processing 5M2067. QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in an office environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Studies (CR021), UCC: Commerce (CK201) (QQI Maths required which, as an option, is available in the college in the evening), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Tourism with Business 6M5012, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for CIT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
This course will lead to employment opportunities in the recruitment, human resource and personnel departments in a variety of companies. Successful graduates of the course will be fully qualified to take up employment is any modern office environment. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
Legal Administration

INTRODUCTION
This course doubles up as a pre-university option for those wishing to get a degree or for those who want to go straight to work in a legal office. Learn all of the important legal terms, get a grounding in many aspects of the law and get a feel for your future in the legal profession. Students participate in:
- Professional guest lectures
- Training in Case Management System, Legal Evolve
- Participation in Law Workshop in UCC
- Court visits
- Telephone Etiquette workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Legal Studies 5M3789
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).
CCOC Certificate in Legal Evolve

WORK PLACEMENT/EXPERIENCE
Students will undertake a block placement of two weeks in the administrative offices of legal firms.

EDUCATION PROGRESSION OPPORTUNITIES
UCC Law (CK301), UCC Law and Business (CK307), WIT-Law (WD140), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://coursereg.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
As a graduate of this course you can pursue careers in a range of areas including legal secretary, legal researcher, paralegal work and general administration. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: legal@ccoc.ie
(021) 4223822
Course fees outlined on www.corkcollegeofcommerce.ie

Logistics & Distribution

INTRODUCTION
All businesses depend on Logistics & Distribution to service both their own internal needs and those of their clients. Logistics & Distribution includes the sourcing, storage and transportation of goods and forms the link between raw materials & products and their smooth flow to the market. This programme is a gateway to jobs for problem solvers and analytical thinkers. Participants on this programme have access to a Work Placement Programme, which includes Safe Pass training to ensure graduates are well placed to secure key positions in this growing industry. Students participate in:
- Professional guest lectures and site visits
- Safety & Health workshop
- Safe Pass Training
- Attendance at Logistics & Distribution conferences.
- Forklift Training (optional)

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Logistics and Distribution 5M2767
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).
NETSTOCK Inventory Management software

WORK PLACEMENT/EXPERIENCE
Students undertake work placement one day per week in partnership with a number of nominated logistics/distribution companies for the duration of the year. Students are assigned to one of the partnership companies for their placement.

EDUCATION PROGRESSION OPPORTUNITIES
CIT Transport Management and Technology (CR046), CIT Business (CR021), DIT Logistics & Distribution (DT358), CCOC: QQI Level 6 Advanced Business 6M4985 Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://coursereg.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Opportunities may arise to work in purchasing administration and buying, supply chain analysis, warehouse administration and management, export/import industries, customer service and transport administration. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: logistics@ccoc.ie
(021) 4223839
Course fees outlined on www.corkcollegeofcommerce.ie
INTRODUCTION
Marketing is one of the fastest paced elements of modern day business. If you enjoy an industry that is dynamic and ever evolving, then marketing is for you. Learn how the 4 Ps: product, price, place and promotion work together in today’s digital environment to give the customer what they want. Students participate in:
• Professional guest lectures
• The Executive Institute event participation
• Site visits
• Entrepreneurial skills workshop
• Workshop on Google Adwords and Display Advertising, Google Analytics and Social Advertising
• Microsoft Outlook workshop
• Data Protection workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Marketing 5M2069
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a Marketing/Digital Marketing/Advertising/PR environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Marketing (CR420), UCC: Food Marketing & Entrepreneurship (CK502), CIT: QQI Maths required as extra module by night. UCC: Commerce (CK201) (QQI Maths required as extra module by night), WIT: Marketing and Digital Media (WD193), CCOC: QQI Level 6 Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

COURSE CONTENT
Contact Details
For further information email: marketing@ccoc.ie
(021) 4223853
Course fees outlined on www.corkcollegeofcommerce.ie

COURSE CONTENT
The Internet 5N1611
eBusiness Studies 5N1369
Work Experience 5N1356
Marketing Practice 5N1400
Public Relations 5N1405
Work Experience 5N1356

INTRODUCTION
Learn how to run a successful online business and how to market products and services to reach a broad customer base. Investigate how to get goods/services from raw material stage to the product or service desired by the customer. Run your own business or join a dynamic online business team with the skills you will learn. Students participate in:
• Professional guest lectures and site visits
• The Executive Institute event participation
• Workshop on Google Adwords and Display Advertising, Google Analytics and Social Advertising
• NETSTOCK Inventory Management Software training
• Entrepreneurial skills workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in eBusiness 5M0828
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a business/administration/offices environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business (CR021), UCC: Commerce (CK201) QQI Maths required as extra module by night, UCC: BIS (CK203) QQI Maths required as extra module by night, IT Tralee: Business (TL605), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985 Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Sales and marketing, marketing communications, online retailing sector, start your own business. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
Medical & Dental Reception

INTRODUCTION
If you are an organised person and would love to work in administration in a busy doctors, dentists, hospital or other healthcare environment then this course is perfect for you. The admin team member in these environments is the person who sensitively deals with vulnerable clients to ensure that they are professionally dealt with. If you can see yourself in that role then this is the right course for you. Students participate in:
- Socrates Medical Package training
- Professional guest lectures
- First Aid workshop
- Microsoft Outlook workshop
- Data Protection workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Office Administration 5M1997
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in an office environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Studies (CCP02), CIT: Business Administration (CR022), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4985. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Medical and Dental Administration and Reception, general practices, hospital and care facilities. Former students have been employed in Primary Care Centres, hospitals and other large and small health related environments. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

Police & Security Studies

INTRODUCTION
Can you see yourself working in the security industry or the police/armed forces/naval service as a career? Learn a whole range of security related subjects and get your PSA license so that you can get the skills and knowledge you need to be get into the industry and take the first step to that career in uniform. Students participate in:
- Professional guest lectures
- PSA licence
- Court Visits
- First Aid Workshop
- Site Visits
- Workshops on Security Technology

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4 (note: students who wish to progress to policing require passes in LC Maths and English) For mature applicants experience will be considered in lieu of formal qualifications. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Security Studies 5M2110, QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression). PSA Licence.

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a business/industry environment.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business (CR021), Carlow IT: Analytical & Forensic Science (CW107), Carlow IT: Cybercrime & IT Security (CW227), CIT: Business Administration (CR022). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
The course meets the needs of the security industry in line with the terms of the Private Security Services Act 2004. Career opportunities exist in every area of the private security industry. Employers in the industry specifically seek us out in the college in order to recruit and employ our graduates. The course is also designed for students who are interested in a career in An Garda Síochána, the Defence Forces, Prison Services or the Fire Services. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
INTRODUCTION
Retail is all about giving the customer what they want and delivering it effectively. If you think you have what it takes to help a business succeed in retail then this is your starting point. Learn all about the marketable skills of display, selling and online marketing in order to ensure customer satisfaction and successful sales in partnership with some of Cork’s major retailers. Students participate in:
- Professional guest lectures and site visits
- Work experience in Digital Media
- The Executive Institute event participation
- Manual Handling Training and Certification
- Entrepreneurial skills workshop
- Professional Presentation workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Retail Practice 5M2105
QQI Component Maths 5N1313 and Statistics 5N2066 (available as an option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake work placement one day per week in partnership with a number of nominated retail outlets for the duration of the year. Students are assigned to one of the partnership companies for their work experience one day per week in partnership.

EDUCATION PROGRESSION OPPORTUNITIES
WIT: Retail Management (WD184), CIT: Business Studies (CR021), CIT: Business Administration (CR022), CCOC: QQI Level 6 Advanced Business 6M4985, CCOC: QQI Level 6 Advanced Tourism (Tourism with Business) 6M5012, CCOC: QQI Level 6 Advanced Marketing with Event Management (Business) 6M4986. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Retail assistant, retail advisor, merchandiser. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information call: (021) 4223853

Course fees outlined on www.corkcollegeofcommerce.ie
Advanced Marketing with Event Management

**INTRODUCTION**
Develop further your business and marketing skills with this advanced programme and gain networking opportunities with industry professionals and practical experience of event management. Develop your entrepreneurial spirit and take the opportunity to gain a host of skills that will ensure you are ready to enter the marketplace or progress to higher education. Options are available for international students to gain an advanced qualification with extra English language support. Students participate in:

- Digital Marketing Workshop
- Professional guest lectures
- Practical event management experience
- Entrepreneurial skills workshop
- Fire Safety Training
- Manual Handling Training and Certification
- Professional Image workshop
- Professional Presentation Skills workshop

**ENTRY REQUIREMENTS**
Full QQI Level 5 Award in a marketing/business/administration award. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

**CERTIFICATION**
QQI Level 6 Advanced Certificate in Business 6M4985
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

**WORK PLACEMENT/EXPERIENCE**
Students will undertake work experience one day per week in a Marketing/Event Management/PR/Advertising setting for the duration of the course, which they organise themselves.

**EDUCATION PROGRESSION OPPORTUNITIES**
G1T: Marketing (CR420) Year 2, Entry, IT Tralee: Business (Marketing) (TL731) Year 2, Entry - UCC: Commerce (CK501) Year 1, UCC: Food Marketing & Entrepreneurship (CK414) Year 1, UCC: Business Information Systems (CK403) Year 1. Special arrangements in place with G1T, Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

**CAREER OPPORTUNITIES**
Sales and marketing, marketing communications, corporate affairs, self-employment customer service and event management. All students have access to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

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**CONTACT DETAILS**
For further information email: marketing@ccoc.ie (021) 4223853

Course fees outlined on www.corkcollegeofcommerce.ie

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**EMILIAN MOLONG**
HEALTHCARE ASSISTANT 2017/18

I am a previous healthcare Assistant student of 2017 and 2018. I will graduate on the 18th of December 2018. With Distinctions in all my 8 modules. When I reflect on my course in Cork College of Commerce I conclude that the experience not only made me a better care giver but also prepared me in unpredictable ways for my career. Before going to Cork College of Commerce to do healthcare assistant course I had done many other courses but unfortunately none of them was fruitful. Some of the modules were very difficult but with incredibly supportive classmates, and teachers who were nothing short of champions, I was challenged to discover which I didn’t know I had. That talent has played a central role in my work, as a carer. It is vital to thinking, to planning, to imagination, to communication, and to engagement. Having been shaped in part by the collegial and creative, yet rigorous, environment at CCOC, I found myself able to communicate, problem-solve and collaborate in ways that enabled me to build a successful career and eventually to find a rewarding career in a warm nursing home since March. Immediately after my work experience, in my current role as Healthcare Assistant, I work with the elderly people who need help with ADL and people living with dementia.

I am strengthened every day by the knowledge I developed during my time at CCOC, which will forever continue to develop. It was a wonderful time in my life, and the best educational experience I’ve had. I will definitely recommend this course for people with a passion for caring for people who need help with ADL.

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**ROSEMARY O’MAHONY**
MEDICAL AND DENTAL RECEPTION 2017/18

I spent one year doing a QQI Level 5 Course in Medical and Dental Reception. Overall my experience in the Cork College of Commerce was very positive. As a mature student I felt very supported and looked after. There was discipline and structure in the College which I wasn’t used to. I had some practical subjects which have proved very relevant to my current job. I found my confidence grew over the year I spent at the College. Staff were very approachable and my colleagues were a huge resource and source of support. I now work in the Cork University Hospital.
EARLY CHILDHOOD STUDIES
Early Childhood Studies (General)

INTRODUCTION
If working with children under 6yrs is your dream then this is the course for you. Learn about the early years in a hands on practical environment supported by relevant theory that will give you a national and international qualification. This course is a requirement for anyone working with children and is the first step on the ladder to a whole career. Students participate in:
• Childcare seminars and conferences
• Child Protection training (TUSLA)
• Educational Field Trips

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed and Garda vetted. Police clearance is required for non-Irish nationals. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Early Childhood Care & Education 5M2009.
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake placement one day per week for the duration of the course for a minimum of 120 hours in a registered TUSLA Early Years Service. Garda vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Early Years Education (CR620), UCC: Early Years and Childhood Studies (GH111), CCOC: QQI Level 6 Advanced Early Childhood Care and Education 6M2007, CCOC: QQI Level 6 Advanced Psychosocial Awareness & Training 6M2263 Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained by successful completion of this course. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Students are qualified as Assistant Early Childhood Practitioners in pre-schools and creches, as Special Needs Assistants and can work as a Child Minder in the home. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

Early Childhood Studies (Montessori)

INTRODUCTION
If you would like to work in a Montessori environment with children under 6, this is the course for you. You can learn about the specifics of the Montessori method in a hands on practical environment supported by relevant theory that will give you a national and international qualification. This course is a requirement for anyone working with children and is the first step on the ladder to a whole career. Students participate in:
• Childcare seminars, conferences and professional guest lectures
• Child Protection training (TUSLA)
• Educational field trips

ENTRY REQUIREMENTS
Leaving Certificate. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed and Garda vetted. Police clearance is required for non-Irish nationals. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview. (Applicants with 2 H5 grades on Higher Level Leaving Certificate papers and required results from QQI level 6 6M2007 are guaranteed a place in year 3 (CR622) Level 8 BA Montessori Education CIT).

CERTIFICATION
QQI Level 5 Certificate in Early Childhood Care & Education 5M2009.
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake placement two mornings per week for the duration of the course for a minimum of 120 hours in a registered TUSLA Montessori Early Years Service. Garda vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Early Years Education (CR620), UCC: Early Years and Childhood Studies (GH111), CCOC: QQI Level 6 Advanced Early Childhood Care and Education 6M2007, CCOC: QQI Level 6 Advanced Psychosocial Awareness & Training 6M2263 Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for College of Commerce students. Up to 390 CAO points for any Institute of Technology can be attained by successful completion of this course. Please consult our progressions database on the college website.

CAREER OPPORTUNITIES
Students are qualified as Assistant Early Childhood Practitioners in pre-schools and creches, as Special Needs Assistants and can work as a Child Minder in the home. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.
Early Childhood Studies
(Special Needs)

INTRODUCTION
If you would like to be an SNA then this is the course for you. If children with specific needs are close to your heart then you can learn about their diverse needs in a hands on practical environment supported by relevant theory that will give you a national and international qualification. This course is a requirement for anyone working with children and is the first step on the ladder to a whole career. Students participate in:

• Childcare seminars, conferences and professional guest lectures
• Educational field trips
• Child Protection training (TUSLA)

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed and garda vetted. Police clearance is required for non-Irish nationals.

CERTIFICATION
QQI Level 5 Certificate in Early Childhood Care & Education 5M2009.
QQI Component Maths 5N1833 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression)

WORK PLACEMENT/EXPERIENCE
Students will undertake placement one day per week for the duration of the course for a minimum of 120 hours in a registered TUSLA Early Years’ Service. Garda vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Early Years Education (CR620). UCC: Early Years and Childhood Studies (CK111). CCOC: QQI Level 6 Advanced Early Childhood Care and Education 6M2007. CCOC: QQI Level 6 Advanced Psychosocial Awareness & Training 6M263. Special arrangements in place with CIT (CIT5), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained by successful completion of this course. Please consult our progressions database on the college website.

CAREER OPPORTUNITIES
Students are qualified as Assistant Early Childhood Practitioners in pre-schools and creches, as Special Needs Assistants and can work as a Child Minder in the home. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: childcare@ccoc.ie
(021) 4222100 ext 594
Course fees outlined on www.corkcollegeofcommerce.ie

Advanced Early Childhood Care & Education (Montessori)

INTRODUCTION
If you’ve completed your Level 5 Early Years and have a thirst to climb the ladder to the next Level specialising in Montessori then this is an exciting new opportunity for you. Young minds and hearts depend on the professionalism of those who care for and educate them and children with extra needs deserve the best. If that’s you then this is your course. Students participate in:

• Football for all workshop (coaching players with a disability)
• Music for All workshop (coaching children with a disability)
• Visit to Blackrock Observatory
• Attendance at conference and seminars

ENTRY REQUIREMENTS
Applicants must have a Leaving Certificate with 6 passes to include at least 2 H5 grades on Higher Level papers. English, Irish and Maths are required. Leaving Certificate subjects and a Level 5 Major award in Early Childhood Care and Education 5M2009 to include component ‘Children with Additional Needs’ SN2396. Participants are required to be Garda Vetted. Police Clearance is required for non Irish Nationals.

CERTIFICATION
QQI Level 6 Advanced Certificate in Early Childhood Care & Education 6M2007. QQI Component Maths 9N1633 and Statistics 5N2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake work experience two mornings per week in a registered Montessori Early Years Service for the duration of the course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Montessori Pre-school Teacher, Montessori Leader in Early Years Settings. UCC: Advanced Psychology of Education. UCC: Montessori Leader in Early Years Settings. Please consult our progressions at www.corkcollegeofcommerce.ie/ progressions/ for up to date information.

CAREER OPPORTUNITIES
Montessori Pre-school Teacher, Montessori Leader in Early Years Settings. Suitable positions in early years settings and within organisations which require leaders to manage & provide childcare places. SNA positions in primary schools. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: advancedchildcare@ccoc.ie
(021) 4223840
Course fees outlined on www.corkcollegeofcommerce.ie
Advanced Early Childhood Care & Education (General)

INTRODUCTION
If you’ve completed your Level 5 Early Years and have a thirst to climb the ladder to the next level then this course can help you to advance your skills and knowledge to become room leader once you have gained the experience needed to add to the qualification. Young minds and hearts depend on the professionalism of those who care for and educate them and if this is your passion then this is your course. Students participate in:

• Football for All workshop (Coaching players with a disability)
• Paediatric First Aid
• Visit to Blackrock Castle Observatory
• Attendance at conference and seminars

ENTRY REQUIREMENTS
Applicants with a Major Childcare Award at Level 5 may apply for this Level 6 Childcare award. Participants are required to be Garda Vetted. Police Clearance is required for non-Irish Nationals. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 6 Advanced Certificate in Early Childhood Care & Education. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://www.corkcollegeofcommerce.ie/progressions/ for up to date information.

COURSE CONTENT
- Child Development
- Early Childhood Curriculum
- Childhood Social Legal & Health Studies
- Work Experience
- Personal & Professional Development
- Supervision in Early Childhood Care
- Equality and Diversity
- Human Resources Management
- Additional Training:
  - CCOC Manual handling training and certification (requirement for work experience)
  - Child Paths training certificate
  - Paediatric First Aid

WORK PLACEMENT/EXPERIENCE
Students will undertake work experience one day per week for a minimum of 120 hours in a registered Early Years Service for the duration of the course.

EDUCATION PROGRESSION OPPORTUNITIES

CONTACT
For further information email:
advancedchildcare@ccoc.ie
Comeal: 021) 4223840
Course fees outlined on www.corkcollegeofcommerce.ie

Advanced Early Childhood Care and Education (Special Needs)

INTRODUCTION
If you’ve completed your Level 5 Early Years and have a thirst to climb the ladder to the next level specialising in special needs then this is an exciting new opportunity for you. Young minds and hearts depend on the professionalism of those who care for and educate them and children with extra needs deserve the best. If that’s you then this is your course. Students participate in:

• Football for All workshop (Coaching players with a disability)
• Paediatric First Aid
• Visit to Blackrock Castle Observatory
• Attendance at conference and seminars

ENTRY REQUIREMENTS
Applicants with a Major Childcare Award at Level 5 may apply for this Level 6 Childcare award. Participants are required to be Garda Vetted. Police Clearance is required for non-Irish Nationals. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at the interview.

CERTIFICATION
QQI Level 6 Advanced Certificate in Early Childhood Care & Education. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://www.corkcollegeofcommerce.ie/progressions/ for up to date information.

COURSE CONTENT
- Child Development
- Early Childhood Curriculum
- Childhood Social Legal & Health Studies
- Work Experience
- Team Leadership
- Special Needs Assisting
- Assistive Technology
- Additional Training:
  - CCOC Manual handling training and certification (requirement for work experience)
  - Child Paths training certificate
  - Paediatric First Aid

WORK PLACEMENT/EXPERIENCE
Students will undertake work experience one day per week for a minimum of 120 hours in a registered Early Years Service for the duration of the course.

EDUCATION PROGRESSION OPPORTUNITIES

CONTACT
For further information email:
advancedchildcare@ccoc.ie
Comeal: 021) 4223840
Course fees outlined on www.corkcollegeofcommerce.ie
HAIR, BEAUTY & COMPLEMENTARY
INTRODUCTION
Every successful Spa/Salon has a strong Salon Co-ordinator managing the running of the Business. You can be that person using the variety of skills you will learn in this course. You will gain an ITEC Beauty Specialist qualification as well as the vital retail and logistic qualifications and skills required for any Spa/Salon. Students participate in
- Introduction to Phorest salon software
- Professional guest lectures/workshops

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Retail Practice SM2105
QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression)
Phorest Salon Software Certificate
ITEC Beauty Specialist Level 2

WORK PLACEMENT/EXPERIENCE
Students undertake work placement one day per week in partnership with a number of nominated salons/spas for the duration of the year. Students are assigned to one of the partnership companies for their placement.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Business Administration (CR022), IT Tralee: Health & leisure (TL771), IT Tralee: Health & Leisure with Massage (TL772). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Beauty advisor/reception in salons and spas, beauty counters in large department stores, self employment. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: nailtech@ccoc.ie
(021) 4223827

Course fees outlined on www.corkcollegeofcommerce.ie
INTRODUCTION

Are you enthusiastic, committed and dedicated to a career in the beauty industry? If so, consider this internationally recognised course combining ITEC and CIDESCO to ensure that you can travel anywhere in the world to work or become self-employed. Students work with highly prestigious Dermaologica and OLOS products. Learn the skills in state of the art facilities with top class products and get hands on experience in the colleges own salon, Masterclasses and workshops are also included in this busy course. Students participate in:

- Introduction to Phorest salon software
- Professional guest lectures
- State of the Art practical rooms
- Salon experience

DERMALOGICA Partnership Programme - conducted by Dermalogica trainers
- Fuschia makeup Master class
- First Aid workshop
- OLOS Professional Training
- Indian Head Massage workshop, Hot Stones Massage workshop, Spray Tanning workshop

ENTRY REQUIREMENTS

Leaving Certificate must include Biology or Leaving Cert Applied Science Modules 1 and 4. Mature students are granted exemptions. For Year 2 entry students must have passed Year 1. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

Year One:
- ITEC Level 2 Diploma for Beauty Specialists
- ITEC Level 3 Diploma in Epilation
- ITEC Level 3 Diploma in Facial Electrical Treatments
- ITEC Level 3 Diploma in Anatomy & Physiology

Year Two:
- CIDESCO Beauty Therapy Diploma
- ITEC Level 3 Diploma in Body Treatments

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.

EDUCATION PROGRESSION OPPORTUNITIES

NABET Teacher Training, ITEC Teacher Training

CAREER OPPORTUNITIES

Self employment, contract work, salon/spa, cruise liners, beauty consultancy, tutoring, health farms, department store beauty counters. All students can access the Jobs Advice Hub (see pg 89).

Students work in the college salon during the year.

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.

EDUCATION PROGRESSION OPPORTUNITIES

NABET Teacher Training, ITEC Teacher Training

CAREER OPPORTUNITIES

Self employment, contract work, salon/spa, cruise liners, beauty consultancy, tutoring, health farms, department store beauty counters. All students can access the Jobs Advice Hub (see pg 89).

Students work in the college salon during the year.

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.

EDUCATION PROGRESSION OPPORTUNITIES

NABET Teacher Training, ITEC Teacher Training

CAREER OPPORTUNITIES

Self employment, contract work, salon/spa, cruise liners, beauty consultancy, tutoring, health farms, department store beauty counters. All students can access the Jobs Advice Hub (see pg 89).

Students work in the college salon during the year.

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.

EDUCATION PROGRESSION OPPORTUNITIES

NABET Teacher Training, ITEC Teacher Training

CAREER OPPORTUNITIES

Self employment, contract work, salon/spa, cruise liners, beauty consultancy, tutoring, health farms, department store beauty counters. All students can access the Jobs Advice Hub (see pg 89).

Students work in the college salon during the year.

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.

EDUCATION PROGRESSION OPPORTUNITIES

NABET Teacher Training, ITEC Teacher Training

CAREER OPPORTUNITIES

Self employment, contract work, salon/spa, cruise liners, beauty consultancy, tutoring, health farms, department store beauty counters. All students can access the Jobs Advice Hub (see pg 89).

Students work in the college salon during the year.

WORK PLACEMENT/EXPERIENCE

Year 2 students are released on Fridays to gain work experience in a salon environment. The college also has a fully equipped training salon which is open on Fridays for customers.
Make-Up Artistry
Make-Up Artistry

INTRODUCTION
Do you aspire to have a career in the world of fashion, theatre and film? Can you be the person who has the skill and flair to transform people into a variety of looks using specialist products and techniques, and create characters through the use of special effects and artistry into other worlds? In this course you have the opportunity to work with cutting edge products in a state of the art Makeup Studio and build your portfolio for your future career. Students participate in:
- Professional guest lectures
- Introduction to Phorest salon software
- State of the Art practical rooms
- Practical training workshops and experience in Airbrushing
- First aid Workshop
- Retail Selling Workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. Applicants will need to demonstrate an interest in Make-Up Artistry at interview and must bring with them a portfolio of make-up work completed by them as evidence of their interest. This should include at least 5 photographs of theatrical or fashion (e.g. débs or wedding) style work. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
ITEC Level 3 Diploma in Fashion, Theatre and Media Make-Up, ITEC Award in Style and Fit Postiche, Level 2, ITEC Beauty Specialist Certificate Level 2

QQI Level 5 Make-Up Artistry Award 5M5265

WORK PLACEMENT/EXPERIENCE
Students undertake work placement one day per week in a retail/theatre/fashion environment for the duration of the year, which they organise themselves.

EDUCATION PROGRESSION OPPORTUNITIES
CCOC ITEC Beauty Therapy, Institute of Art, Design and Technology (IADT) Dun Laoghaire BA Design for Screen and Stage (Make-Up Design), Southampton Solent University - BA (Hons) Make-Up & Hair Design. Please consult our progressions database at [https://corkcollegeofcommerce.ie/progressions/] for up to date information.

CAREER OPPORTUNITIES
Free-Lance Makeup Artist, Theatrical Makeup Artist, Film/Television Makeup Artist, Product trainer, Sales Representative, Retail Industry. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

Nail Technician with Eye & Brow Treatments

INTRODUCTION
Do you aspire to have a career in the world of Nails and Beauty? This expanding industry is in need of good therapists. In this course you have the opportunity to achieve a wide variety of training skills dealing with specialist nail technician, skin, eye-brow and eye-lash treatments. Release your artistry flair and produce superb looks that will allow you to become an attractive prospect for employers as well as having the opportunity to become self-employed. Students participate in:
- Introduction to Phorest salon software

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. For mature applicants, experience will be considered in lieu of formal qualifications. All applicants will need to demonstrate an interest in Nails at interview and must bring with them a portfolio of some nail work completed by them as evidence of their interest. This should include at least 5 photographs of nails painted by the interviewee. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
ITEC Level 3 Diploma in Nail Technology, ITEC Level 2 Diploma in Nail Art, ITEC Level 2 Spray Tanning Techniques, ITEC Level 2 Beauty Specialist Certificate QQI, ITEC Certificate in Eyebrow Treatments and Eyelash Enhancements Level 2
Level 5 Component Certificate in Customer Service SN0972, Digital Marketing SN1364 and Work Experience SN1356

WORK PLACEMENT/EXPERIENCE
Students undertake a work placement one day a week in a nail bar/beauty therapy environment, which they organise themselves.

EDUCATION PROGRESSION OPPORTUNITIES
CCOC ITEC Beauty Therapy Diploma Year 1

CAREER OPPORTUNITIES
Nail Technician in a Beauty Salon, Nail Bar, Nail Technician on Cruise ships e.g. Steiner, Self-employed /Mobile Nail Technician. (I.T.E.C is an International Qualification for work abroad). Product trainer, Sales Representative, Retail Industry. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: makeupartistry@ccoc.ie
(021) 4223827
Course fees outlined on www.corkcollegeofcommerce.ie

CONTACT DETAILS
For further information email: nailtech@ccoc.ie
(021) 4223827
Course fees outlined on www.corkcollegeofcommerce.ie
INTRODUCTION
If exercise and fitness is your love and you want to learn how to motivate others to reach their fitness potential then this is the course for you. Plenty of action and practical activity, skills based learning and the theory to back it up. Learn the technical know how, improve your own fitness and learn to instruct others in a safe way. Students participate in
• Professional guest lectures
• Practical work carried out in gym environment
• First Aid workshop
• Optional extra courses

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview. Students need to be satisfied that they are physically able to complete the practical coursework.

CERTIFICATION
ITEC Level 2 Certificate in Fitness Instruction (Gym Based Exercise).

WORK PLACEMENT/EXPERIENCE
Students undertake placement one day a week as an integral part of the course in a gym/personal trainer environment, in partnership with a number of nominated businesses, for the duration of the year. Students are assigned to one of the partnership companies for their placement. Garda Vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CCOC: Year 2 Holistic and Physical Therapies
CIT: Recreation & Leisure Management(CR032)

CAREER OPPORTUNITIES
Fitness Centres, Gyms, Hotels and Leisure Clubs, Sports clubs, Health spas, Physical Therapy Clinics, Sports Massage Clinics, Self Employed Professional. All students can access the Jobs Advice Hub (see pg 89). Graduates can subscribe to ‘CCOC College Jobs Register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: holistics@ccoc.ie
(021) 4223844

Course fees outlined on www.corkcollegeofcommerce.ie

INTRODUCTION
Wellbeing is a dynamic growth area that has become part of professional life in all organisations. If you would like to become the person in a company/business who is knowledgeable about the importance of all aspects of health and wellbeing then this is the course for you. We are all becoming aware of the critical importance of our physical and mental health and this course serves to increase awareness of the issues and ways of addressing them. Students participate in
• Indian Head Massage workshop
• Data Protection workshop
• Stress Management workshop

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirements. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirement set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Community Health Services 5M4468
QQI component Maths 5N1833 and Statistics 5P2066 (available as an option in the evening for learners requiring Maths or Statistics for progression)
ITEC Level 3 Award in Healthy Eating & Wellbeing

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a health related environment or in the wellbeing department of a company.

EDUCATION PROGRESSION OPPORTUNITIES
UCC: Arts (CK101), UCC: Social Science (CK102), UCC: Youth & Community Work (CK114) (Must be over 21 and one year’s work experience in the area), UCC: Criminology (CK113), UCC: International Development & Food Policy (CK506), CIT: Social Care (CR031) - Maths or Stats required, CIT: Recreation & Leisure Management (CR032) - Maths or Stats required, CIT: Community Development (CR035), CIT: Hospitality Management (CR042) - Maths or Stats required

CAREER OPPORTUNITIES
In a health related environment, in the wellness section of a large company or in community organisations.

CONTACT DETAILS
For further information email: wellbeing@ccoc.ie
(021) 4223832

Course fees outlined on www.corkcollegeofcommerce.ie
Healthcare Assistant

INTRODUCTION
If you have a compassionate nature and would like to take on the roles and responsibilities associated with the profession of caring then this is the course for you. Learn all of the required competencies and skills but also learn about the importance of issues such as dignity, respect, empathy and confidentiality. Being a care worker is such an important role and this course will prepare you in all of the best ways. Students will participate in:
- Professional guest lectures from Ireland and the UK
- MAPA training (Management of Actual or Potential Aggression training) (Optional)
- A fully equipped nursing/HCA room for all of their practical work
- Safety and Health workshop
- First Aid workshop
- Attendance at conferences

ENTRY REQUIREMENTS
Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Health Services Skills SM3782; QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake a block work placement of four weeks in a hospital or care home setting. Garda vetting is an integral part of the application procedure for this course. Vaccinations are required for work experience in a healthcare setting.

EDUCATION PROGRESSION OPPORTUNITIES
CIT; Social Care (CR031), WIT; Applied Healthcare (WD188), UCC; Social Science (CM021). CCOC: Advanced Healthcare (SM2263). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions for up to date information.

CAREER OPPORTUNITIES
Nursing homes, hospitals, agency work, day care facilities, private homecare sector, intellectual disability environments, day care facilities. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: healthcarelevels5@ccoc.ie
(021) 4223832

Course fees outlined on www.corkcollegeofcommerce.ie

Nursing Studies

INTRODUCTION
Find out if Nursing is for you! This preparatory course is geared for those who intend to go on to further training for the BSc Degree in Nurse Education either in Ireland, England, Scotland or abroad. You will be introduced to subjects/topics commonly studied in the first year of the nursing degree programme. Learn about the skills and knowledge of the nursing profession with an emphasis on respect, dignity, empathy and confidentiality. Give yourself the best start for entry to a career in healthcare. Students will participate in:
- Professional guest lectures from Ireland, UK and other European countries
- A fully equipped nursing/HCA room for all of their practical work
- UCAS application assistance

ENTRY REQUIREMENTS
Leaving Certificate with Ordinary Level Maths (grade O6 preferable). Leaving Certificate Biology is considered an advantage. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview. Note: Prospective students should be aware that some aspects of this course are physically demanding and should satisfy themselves that they are physically fit enough to undertake it.

CERTIFICATION
QQI Level 5 Nursing Studies SM3439. QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners needing Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake a block work placement of four weeks (min. 150 hours) in a hospital or care home setting. Garda vetting is an integral part of the application procedure for this course. Vaccinations are required for work experience in a healthcare setting.

EDUCATION PROGRESSION OPPORTUNITIES
All nursing degrees programmes in Ireland, Nursing degrees in England (including Kingston University, Southampton University), Nursing degrees in Wales (including Swansea University, University of South Wales), Nursing degrees in Scotland (including University of Stirling, Queen Margaret University Edinburgh), CIT; Social Care (CR031). Excellent progression opportunities in Ireland, Scotland, England and Wales. Please consult our progressions database at https://www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Nursing homes, hospitals, private homecare sector, intellectual disability environments. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: nursing@ccoc.ie
(021) 4223824

Course fees outlined on www.corkcollegeofcommerce.ie
I was a student of the Nursing Studies programme from 2013 - 2014. After completing Nursing Studies in Cork College of Commerce, I was very lucky and successful in gaining a place in Adult Nursing in the University of the West of England. I am now in my third and final year with only 6 months to go until I qualify as a registered nurse. I honestly would not have achieved this goal if it wasn’t for your help and guidance during my year in nursing studies and I am very thankful.

LORNA O’CONNELL QUIRKE
Psychology & Social Studies

INTRODUCTION
Are you ‘people focused’ and intent on pursuing an education in social science, psychology or the humanities? This pre-university course is designed to give you a complete grounding in the concepts, theories, terminology and research skills required to pursue a successful degree in a third level college. Build your confidence and competencies with the methodologies and knowledge necessary to move to degree level. Students will participate in:
- Educational field trip
- Professional guest lectures
- Court Visit

ENTRY REQUIREMENTS
Leaving Certificate with a minimum of five O6 grades (Maths preferable). Mature students are exempt from Leaving Cert requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 - Certificate in Applied Social Studies 5M2181

WORK PLACEMENT/EXPERIENCE
Students will undertake a block work placement of two weeks in a variety of community based settings e.g. social and voluntary services, family centres, community services and residential services. Garda vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Social Care (CR033), UCC: Applied Psychology (CK120), UCC: Criminology (CK113), CCOC: QQI Advanced Certificate in Psychosocial Awareness and Training (6M2263). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
This course is designed primarily for progression but career opportunities arise within the community and voluntary work sectors. Guidance seminars and one to one guidance on opportunities.

Youthwork

INTRODUCTION
Have you an interest in and an aptitude for in working with young people? Learn about all of the pertinent challenges and issues that face young people on this full time course which will equip you with knowledge skills and confidence to work in a variety of settings. Students will participate in:
- Teamwork and discussion
- Child Protection training
- Specialist workshops
- Court visit
- Football for all workshop (Coaching players with a disability)
- Mindfulness workshop

ENTRY REQUIREMENTS
This course is designed predominantly for mature applicants. Experience and aptitude will be considered in lieu of formal qualifications. Applicants who are under 21 years of age require a Leaving Certificate or equivalent in addition to showing evidence of having an aptitude for and prior experience in the area. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Youthwork SM4732; QQI Component Maths SNR833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students will undertake work placement one day per week for the duration of the course in a variety of community based settings e.g. social and voluntary services, family and community services and residential services, youth groups etc. Students have found placements in Foroige, Youthreach Centres, YMCA and similar environments. Garda vetting is an integral part of the application procedure for this course.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Social Care (CR033), CIT: Community Development (CR035)-UCC: Youth & Community Work (CK114), CCOC: QQI Level 6 Advanced Certificate in Psychosocial Awareness & Training (6M2263) Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Direct employment in the Youth Work sector, youth leaders in youth clubs, sports clubs and youth services and community development work. Opportunities subject to relevant experience. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: youthwork@ccoc.ie (021) 4223833
Course fees outlined on www.corkcollegeofcommerce.ie

CONTACT DETAILS
For further information email: psychology@ccoc.ie (021) 4223833
Course fees outlined on www.corkcollegeofcommerce.ie
Advanced Healthcare

COURSE CONTENT

- Inclusive Education and Practice 6N2226
- Disability Awareness 6N1975
- Gerontology 6N3748
- Health Promotion 6N2214
- Team Leadership 6N1948
- Supervisory Management 6N4329
- Work Experience 6N1946
- Mental Health Awareness 6N2209
- Differentiated Learning and Instruction 6N2225

Additional training:-
- HSE Safeguarding Vulnerable Persons at Risk Certificate
- MAPA (Management of Actual or Potential Aggression) Certification (Optional)

ENTRY REQUIREMENTS

For entry to Level 6 a full QNI Level 5 Award in a complementary area is required. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

QNI Level 6 Advanced Certificate in Inclusive Education and Training 6M2263. QNI component Maths 5N1833 and Statistics 5N2066 (available as an option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE

Students will undertake a block work placement of 10 days in a variety of community and health settings, which they organise themselves. Garda vetting is an integral part of the application procedure for this course. Vaccinations are required for work experience in a healthcare setting.

EDUCATION PROGRESSION OPPORTUNITIES

CIT: Social Care (CA031) Year 1, UCC: Social Science (CK102), UCC: Youth & Community Work (CK114), UCC: Social Care Practice (WD192). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Supervisory and administrative roles in Nursing homes, hospitals, private homecare sector, intellectual disability environments. All students can access the Jobs Advice Hub (see pg. 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC Linkedin alumni for up to date vacancies and networking.

CONTACT DETAILS

For further information email:
healthcarelevel6@ccoc.ie
(021) 42223839

Course fees outlined on
www.corkcollegeofcommerce.ie

Advanced Psychosocial Awareness & Training

COURSE CONTENT

- Differentiated Learning and Instruction 6N2225
- Inclusive Education and Practice 6N2226
- Disability Awareness 6N1975
- Health Promotion 6N2214
- Mental Health Awareness 6N2209
- Work Experience 6N1946
- Team Leadership 6N1948
- Group Work Theory and Practice 6N3669
- MAPA (Management of Actual or Potential Aggression) Certification (Optional)

ENTRY REQUIREMENTS

For entry to Level 6 a full QNI Level 5 Award in a complementary area is required. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

QNI Level 6 Advanced Certificate in Inclusive Education and Training 6M2263. QNI Component Maths 5N1833 and Statistics 5N2066 (available as an option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE

Students will undertake a block work placement of 10 days in a variety of community and health settings, which they organise themselves. Garda vetting is an integral part of the application procedure for this course. Vaccinations are required for work experience in a healthcare setting.

EDUCATION PROGRESSION OPPORTUNITIES

CIT: Social Care (CA031) Year 1, UCC: Social Science (CK102), UCC: Youth & Community Work (CK114), WIT: Social Care Practice (WD192). Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Roles in health, disability, education and intellectual disability environments. All students can access the Jobs Advice Hub (see pg. 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC Linkedin alumni for up to date vacancies and networking.

CONTACT DETAILS

For further information email:
psychosocial@ccoc.ie
(021) 42223839

Course fees outlined on
www.corkcollegeofcommerce.ie
INFORMATION TECHNOLOGY

INTRODUCTION
This course provides the student with the core skills required in the computer science industry and prepares the student for a career as a computer technician. The student will learn how to troubleshoot and resolve technical issues. The student will also examine the backend of an Operating System, including configuration and fault management. Students participate in:
- Professional guest lectures
- Site Visits
- Data Analytics workshop
- VCA-DBT Exam (optional)

ENTRY REQUIREMENTS
Leaving Certificate with at least a pass grade in mathematics or relevant computer experience. Mature students are exempt from Leaving Certificate requirement. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Certificate in Computer Systems and Networks 5M0536

WORK PLACEMENT/EXPERIENCE
Students will undertake a block work placement of 2 weeks in the IT area.

EDUCATION PROGRESSION OPPORTUNITIES
- CIT: IT Management (CR310), CIT: Software Development (CR106 and CR116), Inholland (Haarlem, The Netherlands) Year 2 Information Technology and Year 2 Mathematical Engineering, UCC: BIS (CK203)
- Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
On successful completion of a full award, the student can apply for an entry level position as a programmer, a computer technician or provide virtual support for cloud computing. The student is also very employable as an IT support operator, especially in the area of troubleshooting general software, hardware and networking problems. All students can access the Jobs Advice Hub (see pg.88). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

COURSE CONTENT
- Operating Systems 5N2928
- Networking Essentials 5N2929
- Computer Systems Hardware 5N0538
- Virtualisation Support 5N2434
- Programming & Design Principles (Java) 5N2927
- Maths for Information Technology 5N18396
- Communications 5N0690
- Work Experience 5N1356

Students will be given the opportunity to sit the VMware Certified Associate - Digital Business Transformation (VCA-DBT) exam (optional)

CONTACT DETAILS
For further information email: computing@ccoc.ie
(021) 4223834

Course fees outlined on www.corkcollegeofcommerce.ie
INTRODUCTION
This course focuses on the key skills required to troubleshoot and resolve technical, security and other issues in a computer company or contact centre. The student will learn how to upgrade hardware, how to build a LAN, and will use CISCO’s Packet Tracer to track and resolve network issues, both locally and in the cloud. The student will also learn the key skills in effective communication with a customer. Classroom work will be complemented with relevant work placement, one day a week. Students participate in:
• Guest lectures
• Site visits
• Data Analytics workshop
• VCA-DBT Exam (Optional)

ENTRY REQUIREMENTS
Leaving Certificate with at least a pass grade in mathematics or relevant computer experience. Mature students are exempt from Leaving Certificate requirement. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Computer Systems and Networks 5M0536
CCOC Manual Handling Certification

WORK PLACEMENT/EXPERIENCE
Students undertake work placement one day per week in partnership with a number of nominated IT companies for the duration of the year. Students are assigned to one of the partnership companies for their placement.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: IT Management (CR310), CIT: Software Development (CR106 and CR116), UCC: BIS (CK203), UCC: Computer Science (CK401), UCC: Psychology and Computing (CK123) Special arrangements in place with CIT (CCPS). Trainee IT and Waterford IT for preferential entry for CCOC students. Up to 350 CAO points for any IT can be attained. For further information email: computing@ccoc.ie (021) 4223834

CAREER OPPORTUNITIES
On successful completion of a full award, the student will be well positioned to work in technical support and troubleshooting a range of hardware issues and problems, both local and in the cloud. All students can access the Jobs Advice Hub (see pg 88). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: computing@ccoc.ie (021) 4223834
Course fees outlined on www.corkcollegeofcommerce.ie
Advanced Software Development

INTRODUCTION
This course is designed to further a student’s learning in designing, developing, integrating and testing software, using GUI Programming, Object Oriented Programming, HTML, CSS and WordPress. The student will learn how to produce commercially viable software, by learning and applying modern software development methodologies and modelling tools. The student will also learn key skills in project management and leadership. Classroom work will be complemented with relevant work placement, one day a week. Students participate in:
• Professional guest lectures
• Site visits
• Data Analytics workshop

ENTRY REQUIREMENTS
QQI Level 5 Certificate in Software Development / QQI Level 5 Certificate in Computer Systems and Networks / QQI M0536 (or equivalent). An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 6 Certificate in Software Development

WORK PLACEMENT/EXPERIENCE
Students will undertake work experience one day per week in a computer company for the duration of the course, which they organise themselves.

EDUCATION PROGRESSION OPPORTUNITIES
CIT (Year 2): Computing CR016 (Level 7), Software Development and Computer Networking CR106 (Level 8), IT Support CR888 (Level 7); IT Management CR30 (Level 8); UCC: Computer Science CK401 (Level 8); Inholland (Haarlem, The Netherlands): Year 3 Information Technology and Year 3 Mathematical Engineering. Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 350 CAO points for any IT can be attained. Please consult our progressions database at www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
On successful completion of a full award, the student can apply for an entry level position as a programmer, an app developer, a website developer or a networks technician. The student is also very employable as a customer service operator, especially in the area of troubleshooting general computer problems. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: computing@ccoc.ie
(021) 4223834
Course fees outlined on www.corkcollegeofcommerce.ie

COURSE CONTENT
Graphical User Interface Programming (Java) 6N0736
Software Architecture 6N1449
Project Management 6N4090
Object Oriented Programming (C++) 6N2108
Relational Database 6N4785
Leadership 6N2191
Work Experience 6N1946
Frontline Technical Support Skills or Web Development (client side and server side) 6N2056
6N1277

Software Development

INTRODUCTION
This course focuses on the key skills required to design, develop and test software that behaves reliably and efficiently. Students will learn the fundamentals of how to build commercially sound and robust applications using Java (with a choice to study Python). The student will also learn and apply modern software development methodologies, including Scrum and Kanban. Students participate in:
• Guest lectures
• Site visits
• Data Analytics Workshop

ENTRY REQUIREMENTS
Leaving Certificate with at least a pass grade in mathematics or relevant computer experience. Mature students are exempt from Leaving Certificate requirement. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Software Development

WORK PLACEMENT/EXPERIENCE
Students will undertake a block work placement of 2 weeks in the IT area.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: IT Management (CR310), CIT: Software Development (CR106 and CR116), Inholland (Haarlem, The Netherlands): Year 2 Information Technology and Year 2 Mathematical Engineering. UCC: BIS (CK203) UCC: Computer Science (CK401); UCC: Psychology and Computing (CH121), CCOC: QQI Level 6 Advanced Software Development 6M0691. Special arrangements in place in Year 2 with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 350 CAO points for any IT can be attained. Please consult our progressions database at https://www.corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
On successful completion of a full award, the student can apply for an entry level position as a programmer, an app developer, a website developer or a networks technician. The student is also very employable as a customer service operator, especially in the area of troubleshooting general computer problems. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS
For further information email: computing@ccoc.ie
(021) 4223834
Course fees outlined on www.corkcollegeofcommerce.ie

COURSE CONTENT
Fundamentals of Object Oriented Programming (Java) SN0541
Software Architecture SN2772
Database Methods SN0783
Web Authoring (client side) SN1910
Networking Essentials SN2929
Programming & Design Principles (Python) SN2927
Maths for Information Technology SN18396
Communications SN0690
Work Experience SN1356

www.corkcollegeofcommerce.ie
Adult Leaving Certificate

Would you like another opportunity to do your Leaving Certificate?
Superb Results - Study Advisors - Progression to Third Level
It’s never too late to learn.

INTRODUCTION
This course for adult learners is an ideal opportunity to complete your education or to assist you to gain entry to universities, Institutes of Technology, post leaving certificate courses or the world of work. Students can avail of:
• Supervised study facilities
• Career Guidance and Counselling
• Study Advisors
• CAO facilitation sessions
• Ongoing assessment and feedback
• Pre Leaving Certificate examination

ENTRY REQUIREMENTS
All candidates should be 20 years of age or over, there is no upper age limit. Whilst no previous academic record is required (i.e. you do not require the Junior Certificate), every applicant needs to be highly motivated to succeed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

ADDITIONAL COURSE CONTENT
English is compulsory, all other subjects are options. Students are advised to study Mathematics and a minimum of five subjects is required for a complete Leaving Certificate. All subjects are offered at ordinary level.

EDUCATION PROGRESSION OPPORTUNITIES
Many students choose to progress to one of the 65 PLC courses in this college to broaden even further the range of Higher Education and career opportunities which are available from taking that route. Students can apply directly through CAO for Higher Education options.

Repeat Leaving Certificate Course

INTRODUCTION
The aim of this course is to provide students with the opportunity to improve their leaving certificate results and to give them the maturity to proceed with confidence to higher education with the assistance of our career guidance, counselling and study programmes.
To date the programme has been very successful, in enabling students to progress to higher education within their chosen careers.

ENTRY REQUIREMENTS
Students should have pursued the leaving certificate taking the higher level in some subjects and must have a genuine desire to secure an overall improvement in their results. Successful candidates must enrol for six subjects.

ADDITIONAL COURSE CONTENT
All subjects are offered at higher level. Irish, Mathematics and foreign languages are the only subjects offered at ordinary level. All options are subject to viable numbers.

CONTACT DETAILS
For further information email:
adultlc@ccoc.ie
(021) 4223801
Course fees outlined on
www.corkcollegeofcommerce.ie

CONTACT DETAILS
For further information email:
repeatlc@ccoc.ie
(021) 4223801
Course fees outlined on
www.corkcollegeofcommerce.ie

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**FET CORK PROSPECTUS 2019**

**Hospitality Studies**

**INTRODUCTION**

Fancy a career in hospitality? Then this is the course for you. Learn about food and beverage service, accommodation, customer relations and a host of hospitality skills that will make you very employable in Ireland and abroad and suitable to work in any environment which involves hospitality. Students participate in:

- Site visits
- Professional guest lectures
- Practical work performed in a commercial setting
- Food Safety Net Ireland Level 1 and 2 Food Safety & Hygiene training
- First Aid workshop
- Responsible Service Alcohol (RSA) seminar
- Fire Safety Training
- Barista Skills workshop

**ENTRY REQUIREMENTS**

Leaving Certificate, LCA, QQI Level 4 or equivalent. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

**CERTIFICATION**

QQI Level 5 Certificate in Hospitality Operations (6M5012). Students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

**WORK PLACEMENT/EXPERIENCE**

Students undertake a block work placement for two weeks in an industrial catering/hospitality setting.

**EDUCATION PROGRESSION OPPORTUNITIES**


**CAREER OPPORTUNITIES**

Bar staff, waiting staff in Bars, hotels, cafes, tea shops and B&Bs, accommodation assistants, reception staff in hotels, hostels and B&Bs, kitchen staff in hotels, restaurants, delis, cafes, tea rooms. Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

**CONTACT DETAILS**

For further information email: hospitality@ccoc.ie

(021) 4223815

Course fees outlined on www.corkcollegeofcommerce.ie

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**International Airline Studies**

**INTRODUCTION**

If you like the sound of working in an airport environment as a member of ground staff, cabin crew or reservation personnel then you will love this course. Learn all of the airline and cabin crew skills coupled with tourism studies and get practical experience of Amadeus (GDS) used by travel agents and airlines worldwide. Visit airports and other aviation sites and get a feel for the world of travel.

**ENTRY REQUIREMENTS**

Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

**CERTIFICATION**

QQI Level 5 Certificate in Tourism with Business (6M5011). Amadeus Certificate and a package holiday booking system qualification awarded by the International Academy of Travel. QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

**WORK PLACEMENT/EXPERIENCE**

Students undertake a block work placement of 2 weeks in a tourism or airport environment.

**EDUCATION PROGRESSION OPPORTUNITIES**


**CAREER OPPORTUNITIES**

Airports, airlines, handling agents, cabin crew, car hire companies, air freight services and tour operations. All students can access the Jobs Advice Hub (see pg.89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

**CONTACT DETAILS**

For further information email: tourism@ccoc.ie

(021) 4223810

Course fees outlined on www.corkcollegeofcommerce.ie
Language & European Studies

INTRODUCTION
If you have a flair for languages and an interest in Irish Politics and the European Union then this is the course for you! You can develop your language skills in French and Spanish through the use of modern technologies and also learn about Ireland in the context of international politics. This pre-university course provides a broad base of subjects and knowledge which also gives graduates opportunities to work in a European context. Students participate in:
• Professional guest lectures
• Educational Field trips

ENTRY REQUIREMENTS
Leaving Certificate or equivalent with a minimum of five passes, one of which must be French. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION
QQI Level 5 Certificate in Language and European Studies SM2073.
QQI Component Maths SN1833 and Statistics SN2066 (available as option in the evening for learners requiring Maths or Statistics for progression).

WORK PLACEMENT/EXPERIENCE
Students undertake a block work placement of 2 weeks in a wide variety of settings such as tourism organisations, international work placement organisations, constituency offices and language schools.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: International Business with Languages (CR425) (requires Spanish).
UCC: World Languages (CK110) (requires a H3 in a LC Language other than English).
Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Past students have gone on to Arts in UCC, Applied Languages (UL), Business and language (CIT) etc. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Job openings for European Studies students can be found in all industry sectors where good language and communication skills are required. Administration and business sectors where knowledge of European culture and politics is desirable, tourist facilities, contact centres. All students can access the Jobs Advice Hub (see pg.89). Graduates may subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

COURSE CONTENT
<table>
<thead>
<tr>
<th>Subject</th>
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<tbody>
<tr>
<td>European Studies</td>
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<tr>
<td>Political Studies</td>
<td>SN1837</td>
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<tr>
<td>Intercultural Studies</td>
<td>SN0765</td>
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<td>Communications</td>
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<tr>
<td>Work Experience</td>
<td>SN1356</td>
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<td>Word Processing</td>
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<td>French</td>
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<tr>
<td>Spanish</td>
<td>SN1630</td>
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Professional Cookery

INTRODUCTION
If you have a desire to make a career in the food industry then this is the course for you! Learn the practical skills and knowledge of cooking and food that will allow you to either go straight to work in the catering industry or progress to higher education. The hospitality industry is an exciting dynamic area with employment opportunities all over the world. Students participate in:
• Professional guest lectures
• Site visits
• Practical work performed in a commercial kitchen
• Food Safety Net Ireland Level 1 and 2 Food Safety & Hygiene training
• A fine dining experience
• First Aid workshop
• Fire Safety Training

ENTRY REQUIREMENTS
Leaving Certificate, LCA, QQI Level 4 or equivalent. Mature students are exempt from Leaving Certificate requirement. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

WORK PLACEMENT/EXPERIENCE
Students must fulfill a minimum of 40 days work practice which is carried out 1 day per week in our training kitchen and restaurant and in a block placement in an industrial setting.

EDUCATION PROGRESSION OPPORTUNITIES
CIT: Culinary Studies (CR655), CIT: Hospitality Studies (CR657), CIT: Hospitality Management (CR424), CIT: Culinary Arts (CR640) Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES
Kitchen staff in bars, hotels and restaurants, contract caterers, bakeries, tea rooms and cafes, kitchens in hospitals and nursing homes, B&Bs and deli managers. All students can access the Jobs Advice Hub (see pg.89). Graduates may subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

COURSE CONTENT
<table>
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<tr>
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<td>Food Science &amp; Technology</td>
<td>SN0730</td>
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<td>International Cuisines</td>
<td>SN0632</td>
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<td>Meal Service</td>
<td>SN0635</td>
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<tr>
<td>Menu Planning &amp; Applied Nutrition</td>
<td>SN2085</td>
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<td>Pastry, Baking and Desserts</td>
<td>SN2084</td>
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<td>Personal Effectiveness</td>
<td>SN1390</td>
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<tr>
<td>Word Processing</td>
<td>SN1358</td>
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<tr>
<td>Work Practice</td>
<td>SN1433</td>
</tr>
</tbody>
</table>

Additional Training:
CCOC Manual handling and certification (requirement for work experience)
Travel & Tourism

INTRODUCTION

Cork is well placed sitting between the Wild Atlantic Way and Ireland’s Ancient East and if you have an interest in promoting Cork and Ireland by becoming involved in the Tourism sector, then this is the course for you. You will learn about practical tour guide training, the IT skills needed to work in travel administration, and receive training in Amadeus (GDS) used by travel agents and airlines worldwide. Students participate in:
• Professional guest lectures
• Site visits

ENTRY REQUIREMENTS

Leaving Certificate, LCA or QQI Level 4. Mature students are exempt from Leaving Certificate requirements. All applicants are interviewed. An offer of a place on this course is contingent on the applicant meeting the entry requirements set out here and satisfactory presentation at interview.

CERTIFICATION

QQI Level 5 Certificate in Tourism with Business (5M5011)
QQI Component Maths (5N1833) and Statistics (5N2066) (available as option in the evening for learners requiring Maths or Statistics for progression).

Amadeus Certificate and a package holiday booking system qualification awarded by the International Academy of Travel

EDUCATION PROGRESSION OPPORTUNITIES

CIT: Tourism Management Level 7 (CR041), CIT: Tourism Management Level 8 (CR660), UCC: Arts Level 8 (CW01), CCOC: QQI Level 6 Advanced Tourism (6M5012) Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Tour operations, tourist offices, tour guides, hotels and conference organisers, retail agencies, cruise liners, car hire companies. All students can access the Jobs Advice Hub (see pg. 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

EDUCATION PROGRESSION OPPORTUNITIES

CIT: Tourism Management Level 7 (CR041), Year 2, CIT: Tourism Management Level 8 (CR660), UCC: Arts Level 8 (CW01), Special arrangements in place with CIT (CCPS), Tralee IT and Waterford IT for preferential entry for CCOC students. Up to 390 CAO points for any IT can be attained. Please consult our progressions database at https://corkcollegeofcommerce.ie/progressions/ for up to date information.

CAREER OPPORTUNITIES

Hospitality Industry, Tourist Industry, Event Management, Self Employed Professional. All students can access the Jobs Advice Hub (see pg. 89). Graduates can subscribe to ‘CCOC college jobs register’ and CCOC LinkedIn alumni for up to date vacancies and networking.

CONTACT DETAILS

For further information email: tourism@ccoc.ie
(021) 4223810

Course fees outlined on www.corkcollegeofcommerce.ie
**GENERAL INFORMATION**

**INFORMATION**

• That an applicant's previous education, training or a particular course is subject to places being available in the prospectus is not through the Central Applications Management to provide courses or other services to students.

**ENTRY REQUIREMENTS**

Application for a place on a course listed in this prospectus is not through the Central Applications Board or the College Board of Education and Training Board or the College Board of Management to provide courses or other services to students.

• That an applicant's previous education, training or a particular course is subject to places being available in the prospectus is not through the Central Applications Management to provide courses or other services to students.

Places on courses are limited, early application is advisable.

**ENROLMENT PROCEDURE**

**Step 1: Complete the Application Form**

Complete the online application form. The application form can be completed at [https://cms.enrol.ie/ccc2019/](https://cms.enrol.ie/ccc2019/). When you apply online you will receive a personal account and ID, this will enable you to view all college correspondence in relation to your application. Please note, you will be required to update your account with additional information if you are offered a place on a course that you wish to accept.

**Step 2: Attend for Interview**

Applicants will be notified to attend for interview at the college and must bring the following when attending:

• A copy of Leaving Certificate Results or equivalent (if applicable)
• A signed passport sized photograph
• A copy of your birth certificate
• Proof of PPSN

Interviews are held a number of times per year from Springtime through to course commencement. The interview simply acts to match the applicant against the course in terms of suitability, commitment and expectation.

An offer of a place is contingent on the applicant meeting the entry requirements of the course and satisfactory presentation at interview.

**Step 3: Place Offer and Acceptance**

Successful applicants will be notified of the offer of a place on a college course by post and by e-mail. To secure this place, applicants must pay the relevant Course Fee before a set date, as indicated in the communication of the offer. You will be required to update the personal account you created on application with additional information if you wish to accept the offer of a place. Failure to do so may result in the place being forfeited and offered to another applicant.

**Step 4: Registration and Induction**

Students offered a place on a course will also receive notification of the dates they must attend for registration and induction. All students must attend the college on these designated dates.

**Step 5: For Students whose first language is not English**

For students whose first language in not English, you will also be advised at the time of offer of the date and time to attend for the compulsory English Language Assessment.

**INCLUSIVITY**

The college fosters a positive culture where every member of the college community has the right to be treated with courtesy, dignity and respect irrespective of disability, gender, age, religion, civil status, race, sexual orientation, family background or membership of the travelling community. The college recognises the very serious nature of discrimination and the negative impact that it can have on the lives of students and staff. As a college community we are fully committed to preventing and tackling intolerant behaviour. The college is an inclusive environment, welcoming of difference and diversity while promoting respectful relationships throughout the establishment.

**STUDENTS WITH DISABILITIES AND SPECIFIC LEARNING NEEDS**

This College is committed to a policy of equal opportunity and welcomes applications from students with physical disabilities and specific learning needs. The College is committed to providing appropriate supports and assistance for such students, within the limits of available resources.

Applicants with disabilities should contact the College support service for further information and advice at [disabilitysupportoffice@ccoc.ie](mailto:disabilitysupportoffice@ccoc.ie)

**INTERNATIONAL STUDENTS**

This college welcomes applications from eligible international students. It is the responsibility of the applicant to ensure that they meet Immigration and Visa requirements prior to applying for a place on a course. Post Leaving Certificate courses DO NOT feature on the Interim List of Eligible Programmes which lists the courses for which an overseas, non-EU/EEA applicant may apply for a study visa to enter the country.

Applications from citizens of EU/EEA countries are not liable for tuition fees, however other course fees may apply.

To qualify for free tuition fees, you must meet criteria with regard to:

1. **Residence**
   - You must have been living in an EEA member state or Switzerland for at least 3 of the 5 years before starting your course. The members of the EEA (the European Economic Area) are the member states of the EU, along with Iceland, Norway and Liechtenstein.

2. **Nationality and immigration status**
   - You must have been living in an EEA member state or Switzerland for at least 3 of the 5 years before starting your course. The members of the EEA (the European Economic Area) are the member states of the EU, along with Iceland, Norway and Liechtenstein.

3. **Course requirements**
   - You must also fulfil one of the following 6 criteria as regards nationality and immigration status in Ireland:
     - Be a citizen of an EEA member state (see above) or Switzerland
     - Have official refugee status
     - Be a family member of a refugee and have been...
Course fees are made up of:

- Social Fund. There are no tuition fees for PLC courses and Training Authority, with support from the European Education and Skills and SOLAS (the Further education Courses in the college are funded by the Department of the state.

EEA citizens, should note that Post Leaving Certificate Applicants from outside of the State who are not EU/international students@ccoc.ie these conditions and supports are available from http://www.corkcollegeofcommerce.ie/course-fees.

Subject to certain conditions. More information on may provide for their acceptance onto a PLC course, including VTOS.

A full breakdown of the fee per course is shown at www.corkcollegeofcommerce.ie/course-fees.

By accepting an offer of a place, you are accepting the terms and conditions of CETB regarding fee payments. CETB’s fee payment policy is available at www.corkcollegeofcommerce.ie/course-fees.

MAINTENANCE GRANT (SUSI)

Learners attending full-time Further Education courses may be eligible for a means-tested maintenance grant. Information regarding eligibility and application details is available at www.susi.ie.

VOCATIONAL TRAINING OPPORTUNITIES SCHEME – VTOS

The Vocational Training Opportunities Scheme (VTOS) provides a range of supports to allow individuals who are unemployed to return to education or training. The scheme allows successful applicants to keep their Social Welfare Allowances while attending their course in the college. All full time day courses in the College are eligible for VTOS.

To qualify for VTOS, applicants should be 21 years of age or over and have been Receiving certain social welfare payments for at least 156 continuous social welfare counted days (6 months) of the previous 12 months. You may qualify for VTOS if you are unemployed and receiving any of the following benefits for at least 6 months:

- Jobseekers Allowance or Jobseekers Benefit.
- One Parent Family Allowance.
- Blind Pension
- Deserted Wife’s Allowance; Widow’s, Widow(er)’s or Surviving Civil Partner’s Contributory Pension; Widow(er)’s or Surviving Civil Partner’s Non-Contributory Pension
- Prisoner’s Spouse Allowance.
- An Adult Dependent on a person in receipt of Unemployment Assistance.
- Disability Allowance
- Illness Benefit (you must apply to the Exemption Section, Dept of Social, Community & Family Affairs, Store St. Dublin 1 for an exemption to attend the course).

Places are LIMITED on the VTOS programme and are prioritised on the basis of:

(i) Educational need
(ii) Period of time in receipt of Social Welfare payments

To apply for VTOS in the College:

1. Complete the College Enrolment Procedure as above.
2. A VTOS application form is also filled out with a passport size photograph included. Do NOT complete the back page of the form.
3. Return the form to the College VTOS Office.
4. The closing date for receipt of VTOS applications is September 3rd 2019. Application Forms received after this date will be treated as a late application.

Further Enquiries: John Quinlan and Jane Kirrane
Tel: 021-4223806 E-mail: vtos@ccoc.ie

Applications from individuals in the process of seeking “leave to remain” are welcomed, enquiries should be made to Internationalstudents@ccoc.ie. Applications from individuals in this category should note that the decision of the Irish Government to implement the EU Receptions Conditions Directive (2013/22/EU) may provide for their acceptance onto a PLC course, subject to certain conditions. More information on these conditions and supports are available from Internationalstudents@ccoc.ie.

Applications from individuals in this category should note that the decision of the Irish Government to implement the EU Receptions Conditions Directive (2013/22/EU) may provide for their acceptance onto a PLC course, subject to certain conditions. More information on these conditions and supports are available from Internationalstudents@ccoc.ie.

FINANCIAL INFORMATION AND ADVICE

Course Fees

Courses in the college are funded by the Department of Education and Skills and SOLAS (the Further education and Training Authority, with support from the European Social Fund. There are no tuition fees for PLC courses for EU/EAA students.

Course fees are made up of:
- Programme Participant Contribution
- Student Services fee
- Examination fees
- Course Specific costs

All students are required to pay, as part of their fees, the Department of Education and Skills (DES) Programme Participant Contribution of €200.

You may be exempt from paying this contribution if:
- You hold a Medical Card or are the dependant of a Medical Card holder.
- You are a VTOS or BTEA recipients.
- You are awarded a SUSI student maintenance grant.

Students who apply for and subsequently receive a student maintenance grant will be refunded this contribution.

As part of the course fee, the college includes a Student Services Fee. This part covers the supply of additional classroom and study materials, some field trips, industrial site visits, guest lecturers on certain courses, access to college IT and printing supports for students, the availability of many college leisure and recreational opportunities and support for College teams and societies.

This charge applies to ALL students and no exemptions apply; however a student who takes up a confirmed VTOS place will have the charge refunded.

QWI (Quality & Qualifications Ireland) examination fees are €50 for Level 5, or €80 for Level 6.

Some courses are certified by other accrediting bodies in full, or may have additional certification from such bodies as well as the QWI certification. Each of these bodies set their own examination fees, and these may vary slightly from year to year due to exchange rates. Individual course costs on the college fees page, www.corkcollegeofcommerce.ie/course-fees includes these fees.

All students who receive VTOS are exempt from paying examination fees; students who are holders of a Medical Card or a dependant of a Medical Card holder are exempt from paying QWI examination fees only. Some courses incur additional costs for course related items, e.g. student’s kits and uniforms, manuals etc. The Student Services fee includes all these costs. The costs associated any such items apply to all students, including VTOS.

To qualify for VTOS, applicants should be 21 years of age or over and have been Receiving certain social welfare payments for at least 156 continuous social welfare counted days (6 months) of the previous 12 months. You may qualify for VTOS if you are unemployed and receiving any of the following benefits for at least 6 months:

- Jobseekers Allowance or Jobseekers Benefit.
- One Parent Family Allowance.
- Blind Pension
- Deserted Wife’s Allowance; Widow’s, Widow(er)’s or Surviving Civil Partner’s Contributory Pension; Widow(er)’s or Surviving Civil Partner’s Non-Contributory Pension
- Prisoner’s Spouse Allowance.
- An Adult Dependent on a person in receipt of Unemployment Assistance.
- Disability Allowance
- Illness Benefit (you must apply to the Exemption Section, Dept of Social, Community & Family Affairs, Store St. Dublin 1 for an exemption to attend the course).

Places are LIMITED on the VTOS programme and are prioritised on the basis of:

(i) Educational need
(ii) Period of time in receipt of Social Welfare payments

To apply for VTOS in the College:

1. Complete the College Enrolment Procedure as above.
2. A VTOS application form is also filled out with a passport size photograph included. Do NOT complete the back page of the form.
3. Return the form to the College VTOS Office.
4. The closing date for receipt of VTOS applications is September 3rd 2019. Application Forms received after this date will be treated as a late application.

Further Enquiries: John Quinlan and Jane Kirrane
Tel: 021-4223806 E-mail: vtos@ccoc.ie
The National Framework of Qualifications (NFQ) is the ten level system (1-10) giving an academic or vocational value to the qualifications obtained in Ireland. The NFQ levels help to indicate how an award can be used for external quality assurance in further and higher education.

The majority of courses offered in the college are accredited at QQI Level 5 and Level 6. Some courses have accreditation from other awarding bodies. The NFQ allows for this accreditation to be given an equivalency within the framework that is clearly understood by students and employers.

Quality and Qualification Ireland (QQI) is responsible for maintaining the NFQ and is the regulatory body for external quality assurance in further and higher education.

The diagram below shows a “fan” representation of the National Framework of Qualifications.

FACILITIES
The College is a developing learning environment and is continually upgrading and improving its classrooms, laboratories, salons and computer rooms to ensure first class facilities for its students. Internet and computer access is available to all as well as supervised study in the Study Hall. The College has its own on-site canteen.

The Purple Pod simulated work environment. Some of our courses are enhanced by the opportunity to work in a simulated work environment, giving students a chance to work with the pressures and deadlines of every day work.

TEL
We have a long tradition of leadership in education and we are now providing online access to a range of learning materials on our courses. This gives you the opportunity to learn and explore certain topics in greater depth, take part in interactive content in your own time, and connect with your class in some cases with discussion forums regardless of your physical location. Our aim is to continue to develop this offering across a number of subject areas and in our employment advice and guidance service – the Jobs Hub.

Using Moodle, a world leading Virtual Learning Space, teachers can course material online using interactive learning and testing tools and linking to the breadth of multimedia content available online. Assignments can be submitted online and a range of devices can be used to access your course content, from anywhere and at any time. Letting you study and submit your assignments at your own speed and at a time that suits you best.

NON-ACADEMIC ACTIVITIES
The college promotes student involvement in sports and other social activities. A huge range of activities are provided, examples include, rugby, golf, horse riding, basketball, tennis, spinning, zumba dancing, yoga, pilates, watersports and sailing. The college participates in the Colleges and Universities outdoor soccer league and runs an inter class indoor soccer competition. Students can also participate on CETB basketball and GAA football and hurling teams. Participation in these activities offers students the opportunities to enjoy the physical, social and health benefits associated with these pursuits. Most activities are completely free and are great fun.

CUDDLES CRÈCHE
Cuddles Crèche is a community purpose built Cork ETB Crèche facility, situated within the Douglas Street Educational Services centre on 107 Douglas Street. We cater for children from 6 months to 6 years of age, in a safe, secure and warm environment. Our rooms are developmentally designed while the curriculum is Play Based and relates to Aistear, the National Childhood Curriculum Framework. We have a generous outdoor play area which we access in all weathers! Hot dinners are provided daily, along with daily snacks.

Opening times: Monday – Friday
Full: Daycare: 08:15 – 17:15  Morning: 8:30 – 12:30
Afternoons:13:15 – 17:00
We are registered with Túla, the Child and Family Agency and we are members of Early Childhood Ireland. We operate the ECCE, CETS, CCSP and CCSP Universal schemes.

For bookings and further information please:
Email: creche@stjohnscollege.ie.
Phone: 021 425 5566

STUDENT REPRESENTATIVE COUNCIL
The College encourages students to participate fully in the Student Representative Council. Students elect representatives from each class group to this Council. The management team in the college regularly meets with council representatives and values their contributions greatly. Two members of the Student Representative Council are elected annually onto the College Board of Management.

SUPPORT AND GUIDANCE
A free confidential guidance and career counselling service is available to support learners. Study advisors are also available to assist with the transition back to study or to improve existing study techniques.

WEBSITE
Details concerning Cork College of Commerce a College of Further Education can be found on our website, www.corkcollegeofcommerce.ie.

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Note: The college reserves the right to restructure or cancel any course without notice. This prospectus does not infer or impose any legal obligation on the Cork Education and Training Board or the college Board of Management to provide courses or other services to students.
Cork College of Commerce is justifiably proud of the progression options that it has established for its students. On average 400 students each year use our progressions links to continue on to University and Institutes of Technology. Learning does not end when the student leaves our college. An additional benefit of attaining a qualification from Cork College of Commerce is that it provides an alternative route to Higher Education. From generating up to a maximum of 390 points for the CAO application system via a QQI award, to local agreements with Higher Education Institutes, students can progress to specified courses in a range of areas.

The Progressions Officers in the College are constantly reviewing and sourcing new links to Higher Education and continually updating the progressions database with information on available routes for students to higher education. New opportunities have been identified in Scotland and in the Netherlands recently which will be reflected on our links database. Check out the progressions database http://corkcollegeofcommerce.ie/progressions/ or contact our progressions officers Niamh or Roisin at progressions@ccoc.ie with your queries.

To give a flavour of some of the opportunities we provide we have:

- CIT CCPS (Cork Colleges Progression Scheme) which is a special scheme for our graduates on selected courses. Entry is dependent on their QQI qualification received from us rather than the points issued by CAO. Link courses include Business, Computing, Hospitality, Professional Cookery, Art, Heath and Humanities.
- IT Tralee Advanced Entry Agreement – This facilitates our graduates on selected courses which are dependent on their QQI qualification received from us rather than the points issued by CAO. Link courses include Business, Science, Computing, Health and Humanities.
- Griffith College Advanced Entry Agreement – An advanced entry arrangement is in place between Griffith College and CCCC for selected courses in areas such as Tourism, Business and Early Childhood.
- University of Huddersfield - Entry arrangements are in place between Huddersfield and CCCC for selected courses including Marketing, Event Management, Advertising and Logistics. These include year 1 and year 2 entry.
- In-Holland University of Applied Sciences – Our computing students, both at Level 5 and 6 are eligible to apply for year 2 and year 3 respectively both for the Mathematical Engineering degree and the Information Technology degree with In-Holland University. New links will continue to be developed with other universities in Holland in different disciplines.
- Nursing CAO and UCAS - On average almost 50% of our nursing graduates progress to Nursing degrees in Ireland or the UK. See the website for current progression opportunities.
- Psychology in Scottish Universities - The Level 5 in Psychology and Social Studies is linked to Psychology degree programmes in some Scottish Universities. For further links see our progressions database.
- Griffi th College and CCOC for their Business studies degree.
- Cork College of Commerce and Wolsey Hall for their Business degree.
- Griffi th College and CCOC for a Nursing degree.
- Griffi th College and CCOC for their Business studies degree.

PROGRESSION TO HIGHER EDUCATION

Some of your progressions partners include …..

WORK EXPERIENCE

Work experience is an integral part of most of our courses and a vital part of the learning process. For some learners placement takes place throughout the academic year while others partake in 2-3 week block placement. All learners are fully insured by the college on work experience. The college continuously liaises with industry and potential employers to facilitate work placement learners in Cork city, county & neighbouring counties including hospitals, nursing homes, care facilities, schools, Youtheach centres, Foróige, childcare facilities, businesses. Many local employers provide work experience opportunities to our students. In some cases the placement is centrally organised by college staff where there is a direct link with the facility. However, in most cases learners are advised and encouraged to find their own placement to improve their job finding skills when they finish their course.

Work experience facilitates people beginning in, or returning to a work place environment. It also enhances the employability of the learner through providing employment related tasks and activities. Employers may use work experience as a way of recruitment as they meet and see how a person fits in and contributes to their organisation.

Benefits of Work Experience for Learners:

1. Allows learners to see if they would like doing a job on a day-to-day basis.
2. In addition to working in a real work environment learners meet and may ask questions of people who are already working in the area.
3. Learners see and learn about related jobs in the same field offering ideas about what type of career they might follow.
4. Gives insight into an organisation that a learner may be interested in working in after qualification.
5. Participating in work experience in a chosen area shows future employers that learners are interested in working in the industry.
6. Essential for job seeking after qualification and may be used as a reference by future employers.
7. Aids decisions if learners are unsure about which direction to take.
8. A great introduction to the world of work - learners gain new skills and knowledge, meet new people, learn to deal with different situations.
9. Learners identify and understand personal strengths and weaknesses by undertaking work experience.
10. Learners may secure a job following work experience, employers may identify someone who fits in well in the organisation.
11. Even if a learner does not get a job s/he will meet people in the industry and form valuable contacts.
12. It enhances and adds weight to CV.

Consult our website at https://corkcollegeofcommerce.ie/progressions/ for further details.
Industry Connect at Cork College of Commerce is a collaboration between the college, our students and industry. Future industry success is a vital part of life at our college. Through Industry Connect we strive to provide relevant workplace driven programmes that give our students the best academic, technical and employability opportunities.

Goals of these Industry Connect initiatives:

Cork College of Commerce has strong links and initiatives and works on continuously builds on these initiatives:

• To facilitate the smooth transition of our students into employment
• To continuously improve our links with industry and the workplace
• To build partnerships with employers and increase awareness of each other’s needs

COURSE QUALITY

Ongoing course reviews with industry
Research for up to date course and content
Practical use of latest technology and solutions
FET Teacher Industry Placement
Embedded TEL strategies
Purple Pod Simulated Work Environment

STUDENT JOB HUB

CV & Interview preparation & Training, advice on Personal Branding & Personal Coaching
Linkedin workshops
Industry supported Competitions
JAI Enabling Entrepreneur Programme
College Recruitment Fair
Jobs Register & Placement Service
LinkedIn Alumni & Business Community Group
Educational Digital Badges

EMPLOYER CONNECT

Work Experience/Placement
Enterprise Day
Industry Partnerships with key courses
Employment Opportunities Expo
Employer Mentoring
Guest Speakers
Site Visits
Industry facilitated Teacher Placement

#INDUSTRY CONNECT
LINKING THE STUDENT TO THE WORK ENVIRONMENT

#INDUSTRY CONNECT

Course Quality
• Industry Quality Review
As part of our Industry Engagement, we review a selection of courses each year with industry representatives. Our courses are reviewed with industry representatives, to ensure that our courses are “Industry Fit.”
• Research for up to date course and content
We continue to research and design new courses, in line with industry needs.
• Practical use of latest technology and solutions
As a college, we keep our courses up to date with the latest technology. This ensures that upon completion of their course, students will be best placed with up to date knowledge and skills.
• FET Teacher Industry Placement
Our teachers enthusiastically participate in industry placements for a block of time, on a regular basis in order to keep abreast with work places and practices relevant in their courses.
• The Purple Pod simulated work environment
Some of our courses are enhanced by the opportunity to work in a simulated work environment, giving students the opportunity to work with the pressures and deadlines of every day work.
• Embedded TEL Strategies
Access to a range of online learning materials are available in the college, including Moodle. This allows students to access course material online, connect to discussion forums and submit assignments. Use and certification of industry specific software and apps are embedded in the courses.

Student
• Student Job Hub
A number of services/supports are offered in our dedicated Jobs hub, to help students in their job search. Students can make individual appointments and can get information on where and how to apply for jobs, CV and cover letters, interview preparation/tips, personal branding and personal coaching etc. Personal and Professional Presentation workshops are offered throughout the year. Workshops on Presentations Skills are also provided. Motivational speakers also provide input.
• LinkedIn Workshops
All students have the opportunity to avail of LinkedIn training throughout the college year whether it be part of the Jobs Hub schedule or the tailored LinkedIn workshops provided by the college. This gives students the opportunity to set up and utilise their LinkedIn profile to maximise their personal brand and opportunities for employment.
• Jobs Register and Placement Service
Potential employers contact the college on a regular basis to advertise job vacancies. All of our graduates are invited to sign up with our register so that they have access to all employment opportunities that come into the college.

Employment Opportunities Expo
All students can access the Annual Cork College of Commerce Employment Expo where some of Cork’s leading businesses come to the College to speak with and interview students for prospective jobs in their companies
• LinkedIn Alumni & Business Community Group
The college has a LinkedIn group for past students and the business community. All our students and graduates are invited to join with industry professionals, for internship, recruitment purposes and networking.
• Industry supported Competitions
A number of opportunities are given to students to present themselves and their work to industry professionals, in a competitive environment, during the year.
• Educational Digital Badges
The College is delighted to reward students who have shown accomplishments, qualities, achievements or interest during their time with us. We reward this by providing the student with the Cork College of Commerce Digital Badge which they can display on their CV or share online on a range of platforms, including virtual learning environments, blogs, E-portfolios and social media sites such as LinkedIn

Employer
• Work Experience
All of our courses include work experience/work placement as a block or as one day a week.
• Employer Mentoring
This takes a number of forms. Employers participate in JAI Enabling Entrepreneur programme, industry mentors are heavily involved in apprenticeships, teaching staff are mentored on FET Teacher Industry Placement and mentoring forms a part of course review. All students are monitored as part of the work experience programme.
• Enterprise Day
Our annual Enterprise Day brings representatives from industry and the Local Enterprise Office. Speakers engage with students to inform them about their own experiences, useful ideas, tips and available supports.
• Guest Speakers
During the academic year, a number of invited guest speakers give presentations to various student groups.
• Site visits
Students and teachers engage in industry visits to get first hand experience of the work-related environments related to their course.
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Key Memberships of Institutes
The college has membership of a number of Institutes/Professional Bodies that allow staff and students the opportunity to network and engage with industry professionals.

Industry Partnerships with key courses
Partnership companies have been identified and work directly with some of our courses. Students are assigned work placement in one or more of the partner companies during their course.
STUDENT PARTICIPATION AND COLLEGE EVENTS
- GET INVOLVED!!

Students have the opportunity to engage and get involved in the many events and extra-curricular activities that the college provides. Some events involve engagement with industry experts and offer opportunities to network and engage with key players in their relevant area of study. Jobs Hub facilities and workshops, Recruitment Fair, Employment Opportunities Expo, Volunteer Fair, competitions etc are all part of college life. Enterprise day and industry supported competitions, recruitment and jobs fairs. Students can also develop their community spirit and add valuable experience to their CV through the volunteer’s fair, the college Saint Vincent De Paul group, fundraising events for worthy organisations. Furthermore we hold a health promotion week, whereby some of our students are given the opportunity in the organisation of these events.

THE ACCESS PROGRAMME

The Access Programme provides assistance to students from DEIS schools and Youthreach Centres in Cork City and County in preparing for interviews for each of the Further Education Colleges within Cork ETB with the Student Support Forms and allows students to become familiar with a day in the life of a student in Further Education through Course Shadowing.

In Course Shadowing at Cork College of Commerce prospective students gain a valuable insight into both their chosen course and what it is like to study at Cork College of Commerce. It provides information, advice and support to students who are interested in a particular course. As well as getting to shadow the classes of their chosen course they have the opportunity of meeting subject teachers and sampling the facilities that the College has to offer.

On the morning that the students arrive at the College to do Course Shadowing they are met, made feel at ease and introduced to the College. This is a very important stage as most students are very nervous and apprehensive when they first come into the college. An itinerary is given to students who are then escorted to their first class. The subject teacher of all their scheduled classes will be aware of their arrival, they will be introduced and welcomed into the class. A Cork College of Commerce student will guide them to their classes for the rest day. The students are met at the end of the visit and chat regarding course, interview etc. From this feedback it is evident that students are much more relaxed about progressing further in their education. Going to College is not as daunting as when they first arrived.

For further information please contact access@ccoc.ie
To complement the services of the Jobs Hub, we liaise with Golden Apple Training and Colour & Image Academy, to further prepare our students for both the interview process and the world of work. Workshops are also facilitated with the entrepreneurs academy, on Entrepreneurship and Leadership.
CHARLENE HOGAN
APPLIED PSYCHOLOGY AND SOCIAL STUDIES 2013/14

My name is Charlene Hogan and I am a past student of CCOC, 2013-2014, Applied Psychology and Social Studies. I am pleased to inform you that on Friday 19th of October I graduated with an honours degree in Social Work.

I wanted to take the opportunity to thank CCOC for helping me start my college journey and for being part of career change. The foundation was truly set because of CCOC. Due to the nature of my course, I found myself dipping in and out of my CCOC notes as they overlapped with a number of UCC modules. Furthermore, as a young girl I was petrified of Maths and when I realised Economics was a module in UCC, I felt more prepared having studied Statistics in CCOC. CCOC was of great benefit to me even 4 years on and I would encourage any mature student thinking about applying for a course in CCOC, to just do it. They certainly will not regret it.

I am beginning my career as a Child Protection and Welfare Social Worker with Tusla in the next two weeks. Once again thank you and to the staff of CCOC.

LILY CARPENTER
TRAVEL & TOURISM, 2017/18

I am currently working full time in the new Aspire lounge handling private passengers, private aircraft and crew and business class guests in Cork Airport. I am now permanently employed there.

The college course I completed in College of Commerce really helped me in the workplace as we handle the Amadeus system on a daily basis and the general systems and checking we use are very similar if. The information I learnt comes in useful most days in my tourism point of view as well as the airline business point of view, as well as the many other classes I took, such as customer service, they relate to the industry and day to day, life in the airport and Aviation industry very much as it is an ever changing environment. The day classes and half day grooming talks helped greatly too as we have a strict grooming and uniform code in the lounge and these classes helped me.

Just want to say a big thank you to all the staff in college of commerce who helped and helped improve on myself.

SANDRINE PAGEOT
HOLISTIC AND PHYSICAL THERAPY 2017/18

College of Commerce is the place to meet awesome people, great staff and the best teachers!

The Holistic and Physical Therapies course is only 2 years. It is recognized outside Ireland so if you love a hands on career and traveling, this is the course for you.

To succeed in this course you need to be passionate about the human body and mind. You will need to study hard and practice your massage techniques outside college hours. This course will also teach you how to become an entrepreneur if you like to set up your own business.

I love my current position as a massage/beauty therapist in The Spa at the Kingsley, in Cork where I am doing a large range of treatments.

I really enjoyed studying at College of Commerce where I learnt theoretical as well as practical knowledge. The course changed my life and helped me to become the best of myself.
ART

Business Administration
- Farm Business
- Legal
- Medical

Community Care

Festival/Event Organiser

Early Childhood Studies

eBusiness

Hairdressing

Healthcare

Market Gardening

Sports for All

Tourism & Travel Consultant

Advanced Business

Professional Arts Practice
CORK COLLEGE OF COMMERCE
CORK CITY & SKIBBEREEN
FURTHER EDUCATION

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