



Now including courses provided
by Mosman Community College

Course Guide

TERM 2

nbcc.nsw.edu.au
9970 1000

2019
MAY - JUL

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HOW TO ENROL:

Online:	www.nbcc.nsw.edu.au
Phone:	9970 1000
In person:	1525 Pittwater Road, North Narrabeen
By post:	See enrolment form on pg 15

MOSMAN

Term 2 Enrolment Day

Tuesday 16 April 2019
9am to 4pm

BridgePoint Shopping Centre
Outside IGA
1-3 Brady Steet, Mosman

ACCREDITED TRAINING EXPLAINED

In Australia, we have three different levels of education:

- School (primary and secondary)
- VET (vocational education & training)
- University (higher education)



In VET, if a course is accredited, it means the course is nationally recognised and that a registered training organisation (RTO) can issue a nationally recognised VET qualification or VET statement of attainment following its full or partial completion. VET qualifications can be offered at different levels starting from Certificate I through to Certificate IV and Diplomas. These are part of the Australian Qualifications Framework.

NBCC offers a range of full qualification and short courses which are identified with the above logo as they are “accredited”.

The content of each accredited course is drawn from a Training Package which is a set of nationally endorsed standards and qualifications for recognising and assessing people’s skills in a specific industry.

RTOs in NSW (this includes most Community Colleges, TAFEs and private RTOs) are registered with the Australian Skills Quality Authority (ASQA) to deliver training. To operate as an RTO we are required to meet stringent standards and audited regularly by ASQA to ensure compliance with those standards.

ABOUT NBCC

Information with regard to who we are, our business statement, our commitment to quality, privacy, courses and industry training packages, the recognition process and mutual recognition can be found on our website at www.nbcc.nsw.edu.au or please phone us on 9970 1000 for a hard copy of these documents.

Registered Training Organisation

NBCC is a Registered Training Organisation (RTO) national code 90113. We are registered with the Australian Skills Quality Authority (ASQA) to deliver training, assess and issue qualifications that appear on our scope of registration. The College focuses its training on qualifications in Aged Care, Disability, Early Childhood Education & Care, Nursing, Allied Health, Community Services, Business Services, Information Technology, Leadership & Management and Financial Services.

Recognition of Prior Learning

Your existing skills and knowledge can be recognised into either a part or full qualification. This relates only to qualifications which the College has within its scope of registration. Please contact the College for further information.

ABOUT MOSMAN COMMUNITY COLLEGE

Mosman Evening College was established in 1949 when the NSW State Government made classrooms and halls in NSW schools available in the evenings for local community groups to conduct courses.

On opening night, 14 February 1949, 293 students submitted their application for enrolment in classes from Dressmaking and Music Appreciation to Woodwork and Millinery. Today we offer courses for students of all ages, both day and night, for members of the Mosman Community as well as further afield.

In 2002 the College became known as Mosman Community College with the mission of providing lifelong learning opportunities in the local area.

KEEP UPDATED

Sign up to our newsletter for information on new courses and to see what’s happening at NBCC and MCC.

To subscribe visit: www.nbcc.nsw.edu.au

All information is considered correct at time of printing.

ACCREDITED TRAINING



Community Services, Assistant in Nursing, Aged & Disability Care



CHC33015 Certificate III in INDIVIDUAL SUPPORT (Ageing, Home & Community or Disability)

Improve the quality of life of others as you start your career as a Care Worker. Find employment as a carer/support worker in the community with a home care service provider and/or an aged care facility.

Career Options: Assistant in Nursing; Home Care Assistant; In-Home Respite Worker; Personal or Community Care Attendant; Support Service Worker

Cost: From \$1450 or \$240* concession. Interest free payment plans available.

Disability electives will be held on Fridays.

DAYTIME

Mondays and Tuesdays
6 May to 24 September 2019
9.00am to 2.45pm | Brookvale Campus
NB: Some classes will be scheduled at our Narrabeen Annex.

- Completion of 120 hrs work placement (organised by the College)
- Flexible, weekly self-study hours
- Additional First Aid training day

EVENING

New class begins Term 3.



HLT33115 Certificate III in HEALTH SERVICES ASSISTANCE

Gain the knowledge and skills as a Nursing Assistant in a hospital or other health care facility to work with health care professionals in delivering the highest level of care.

Career Options: Assistant in Nursing; Nursing Support Worker; Ward Person

Cost: From \$1600 or \$240* concession. Interest free payment plans available.

DAYTIME

Mondays and Tuesdays
6 May to 24 September 2019
9.00am to 2.45pm | Brookvale Campus
NB: Some classes will be scheduled at our Narrabeen Annex.

- Completion of 80 hrs work placement (organised by the College)
- Flexible, weekly self-study hours
- Additional First Aid training day

EVENING

New class begins Term 3.



HLT33015 Certificate III in ALLIED HEALTH ASSISTANCE

Would you like to work as an assistant to a Speech Pathologist, Occupational Therapist, Physiotherapist or other Allied Health Professional?

Career Options: Allied Health Assistant; Occupational Therapy Assistant; Physiotherapist's Assistant; Podiatrist's Assistant; Rehabilitation Assistant

Cost: From \$1450 or \$240* concession. Interest free payment plans available.

DAYTIME

Mondays and Tuesdays
6 May to 24 September 2019
9.00am to 2.45pm | Brookvale Campus
NB: Some classes will be scheduled at our Narrabeen Annex.

- Completion of 80 hrs work placement
- Flexible, weekly self-study hours
- Additional First Aid training day

EVENING

New class begins Term 3.

Talk to us about completing these two courses concurrently to expand your employment opportunities!



CHC42015 Certificate IV in COMMUNITY SERVICES

Embrace a rewarding career in community services and help people in the community regain more control over their lives and future.

Career Options: Case Worker; Community Services Worker; Domestic Violence Worker; Family Support Worker; Health Education Officer; Youth Worker

Cost: From \$1990 or \$240* concession. Interest free payment plans available.

DAYTIME - NARRABEEN

Wednesdays & Thursdays
1 May to 12 December 2019
9.00am to 2.45pm | Narrabeen Annex

EVENING - BROOKVALE

Tuesdays | 7 May to 7 April 2020
6.15pm to 9.15pm | Brookvale Campus

EVENING - MOSMAN

Tuesdays | 7 May to 7 April 2020
6.15pm to 9.15pm | St Lukes Hall

***Concessions available. See website for criteria. Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.**

For full course details see website:
www.nbcc.nsw.edu.au



FOR MORE INFORMATION
on these courses
please contact

Nadia Louw on 9970 1008 or
email nadia@nbcc.nsw.edu.au

“Build on your staff’s portfolio of skills by talking to us about upskilling, especially with the new **Aged Care Quality Standards** just around the corner.”



Early Childhood Education & Care



CHC30113 Certificate III in EARLY CHILDHOOD EDUCATION & CARE

This mixed mode learning course is the first step in your exciting new career as an early childhood educator. It is now mandatory to either have, or be actively working towards, this qualification if you want to work at an approved early childhood service.

Career Options: Early Childhood Educator; Childhood Educator Assistant; Nanny; Family Day Care Worker; Play Group Supervisor; Occasional Care Facilities; Crèches; Preschools

Cost: From \$1600 or \$240* concession. Interest free payment plans available.

**Concessions available. See website for criteria. Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.*

DAYTIME

Tuesdays, Wednesday & Thursdays
07 May 2019 to 26 September 2019
9.15am to 2.45pm | Brookvale Campus

- Classroom study plus min.120 hrs work placement (8 hr days)
- Mandatory full day required for First Aid
- Weekly self study hours required
- Working with Children Check required



CHC50113 Diploma of EARLY CHILDHOOD EDUCATION & CARE

This is a great mixed mode learning course to choose if you not only want to join the childcare industry (and gain all the basic skills) but want the option later to advance your career.

Career Options: Early Childhood Educator; Centre Manager; Team Leader; Children's Services Coordinator; Child Development Worker

Cost: From \$4420. Interest free payment plan available.

DAYTIME

To be advised. Please contact the College for more information.

For full course details see website:
www.nbcc.nsw.edu.au

Check out our NESA Approved courses opposite. We also offer NESA Approved First Aid and CPR courses - see website for session details:
www.nbcc.nsw.edu.au



CHC50113 Diploma of EARLY CHILDHOOD EDUCATION & CARE (for Existing Workers)

If you already have your Cert III and want to expand your career potential then this specially designed course is for you.

Prerequisite: CHC30113 Certificate III in Early Childhood Education & Care

Career Options: Early Childhood Educator; Centre Manager; Team Leader; Children's Services Coordinator; Child Development Worker

Cost: From \$3600 Interest free payment plans available. (Final cost will be determined by Credit Transfers based on competency achieved against current CHC30113 Certificate III in Early Childhood Education and Care qualification and any RPL achieved).

DAYTIME

Thursdays | 02 May 2019 to 09 April 2020
9.15am to 2.45pm | Narrabeen Annex

EVENING **NEW**

Wednesdays | 8 May 2019 to 8 Apr 2020
plus 1 Saturday (9.30am-3.30pm) a month
6.15pm to 9.15pm | Brookvale Campus

- 240 hours work placement.
- Mandatory full day required for First Aid
- Weekly self study hours required
- Working with Children Check required

Congratulations to our Graduating Trainees



Ashley Bisat from
Only About Children
Diploma of Early Childhood
Education & Care CHC50113



Abbey Silk from
Owl & The Pussycat
Diploma of Early Childhood
Education & Care CHC50113



Hannah Horton from
Thinkers.inq
Diploma of Early Childhood
Education & Care CHC50113

TRAINEESHIPS A traineeship provides the option to 'learn and earn' from day one. One of the main benefits of undertaking formal education through a traineeship pathway is gaining a combination of training and paid employment, leading to skills and qualifications recognised across Australia and by other employers in the industry. NBCC delivers individual, tailored training and supportive traineeship course programs for students who have secured employment with an approved education and care service. Traineeships are available at Certificate III and Diploma level. As well as career opportunities for the trainee, employers may also be eligible for government incentives.



FOR MORE INFORMATION

on any of these courses please contact Natalie Thornberry on 9970 1001 or email natalie@nbcc.nsw.edu.au

NESA Endorsed Short Courses



CHCPRT001 Identify and Respond to Children and Young People at Risk

As an early childhood educator/volunteer it is imperative to have the required skills to identify specific signs and symptoms that suggest a child in your care may be at risk of harm, and the knowledge of how to ethically handle the situation.

Completing CHCPRT001 Identify and Respond to Children and Young People at Risk will contribute 6 hours and 0 minutes of NSW Education Standards Authority (NESA) Registered PD addressing 4.4.2, 6.2.2, 7.2.2, 7.1.2 from the Australian Professional Standards for Teachers towards maintaining Proficient Teacher Accreditation in NSW.

\$115 | 2 sessions

Tues 07 May | 6.00pm - 9.00pm
Narrabeen Annex | Nicky Kilner



BSBLDR511 Develop and Use Emotional Intelligence

This unit covers the development and use of emotional intelligence to increase self-awareness, self-management, social awareness and relationship management in the workplace.

Completing BSBLDR511 Develop and Use Emotional Intelligence will contribute 9 hours and 0 minutes of NSW Education Standards Authority (NESA) Registered PD addressing 6.2.2, 7.2.2 from the Australian Professional Standards for Teachers towards maintaining Proficient Teacher Accreditation in NSW.

\$195 | 3 sessions

Tues 21 May | 6.00pm - 9.00pm
Narrabeen Annex | Nicky Kilner



LOOSE PARTS PLAY AND NETWORKING

This practical hands on workshop will explore what are loose parts and the resurgence of these more open ended types of play. We will look at the educational role of loose parts and how/why we can make loose parts a part of our everyday program and what is the teacher's role.

Completing Loose Parts Play and Networking will contribute 3 hours and 0 minutes of NSW Education Standards Authority (NESA) Registered PD addressing 6.2.2, 7.4.2 from the Australian Professional Standards for Teachers towards maintaining Proficient Teacher Accreditation in NSW.

\$60 | 1 session

Tues 11 Jun | 6.00pm - 9.00pm
Narrabeen Annex | Michelle Tasker

Talk to us about delivering NESA Approved training at your workplace on 9970 1000.



Management and Human Resources



BSB41015 Certificate IV in HUMAN RESOURCES

Would you like to work in human resource management across large, medium or small businesses? This course will prepare you for a variety of HR roles.

Career Options: Administration Officer; Executive Personal Assistant; Human Resources Officer; Office Administrator; Project Assistant; Recruitment Officer

Cost: From \$1580 or \$240* concession. Interest free payment plans available.

EVENING

Tuesdays
07 May 2019 to 07 April 2020
6.15pm to 9.15pm | Brookvale Campus



BSB42618 Certificate IV in NEW SMALL BUSINESS

Do you have a great idea for a new business or do you need to develop your skills for an existing business? This course will give you the practical understanding of what it takes to run a successful small business.

Career Options: Small Business Manager

Cost: From \$1580 or \$240* concession. Interest free payment plans available.

EVENING

New class commences Term 3.

***Concessions available. See website for criteria. Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.**

For full course details see website:

www.nbcc.nsw.edu.au



BSB42015 Certificate IV in LEADERSHIP & MANAGEMENT

Do you have what it takes to be a manager or, are you already working as a manager or team leader but would like to formalise your skills and knowledge?

Career Options: Team Leader; Coordinator; Manager; Supervisor

Cost: From \$1580 or \$240* concession. Interest free payment plans available.

DAYTIME **NEW**

Wednesdays (plus 4 full day Saturdays)
08 May to 25 September 2019
9.15am to 2.45pm | Brookvale Campus

Saturdays (9.30am-3.30pm) - 4 May,
15 June, 3 August & 7 Sep 2019

EVENING

Tuesdays
07 May 2019 to 07 April 2020
6.15pm to 9.15pm | Brookvale Campus



BSB51918 Diploma of LEADERSHIP & MANAGEMENT

This qualification, which has been designed by industry professionals, will help to bring out your natural initiative, judgement and communication skills to support others, both individually and in teams, to successfully meet organisational needs.

Career Options: Manager across a range of enterprise and industry contexts.

Cost: From \$2530. Interest free payment plans available.

EVENING

Thursdays (Plus 5 full day Saturdays)
02 May 2019 to 09 April 2020
6.15pm to 9.15pm | Brookvale Campus

Saturdays (9.30am-3.30pm) -
25 May, 15 June, 10 August, 7 Sept 2019
and 7 March 2020



FOR MORE INFORMATION

on any of these courses please contact
Natalie Thornberry on 9970 1001 or
email: natalie@nbcc.nsw.edu.au



Business & Financial Services



BSB30115 Certificate III in BUSINESS

This qualification provides training in a range of essential administrative duties required to maintain a healthy business.

Career Options: Customer Service Assistant; Data Entry Operator; General or Accounts Clerk; Payroll Officer; Typist or Word Processing Operator

Cost: From \$1320 or \$240* concession. Interest free payment plans available.

DAYTIME

New class begins Term 3

Additional self study hours required.



FNS40217 Certificate IV in ACCOUNTING & BOOKKEEPING

Do you want an accounting/bookkeeping career? This nationally recognised qualification is ideal for aspiring and practising bookkeepers or employees performing bookkeeping tasks for organisations in a range of industries.

Career Options: Small Business Bookkeeper; BAS Agent; Contract or Staff Bookkeeper; Trainee Accountant

Cost: From \$1980 or \$240* concession. Interest free payment plans available.

EVENING

Mondays (plus 8 full day Saturdays)
6 May to 6 April 2020
6.15pm to 9.15pm | Brookvale Campus
Additional self study hours required.

***Concessions available.**
See website for criteria.

Fee free scholarships currently available for those 15-30 yrs of age in receipt of a Commonwealth Benefit or a dependant of a Commonwealth Benefit recipient - other fee free opportunities available - see website for more information. This training is subsidised by the NSW Government.

For full course details see website:
www.nbcc.nsw.edu.au



FOR MORE INFORMATION

on these two courses
please contact

Margaret Perusich on 9970 1000 or
email margaretp@nbcc.nsw.edu.au

ACCREDITED SHORT COURSES

- Touch Typing for Adults
- Resume Writing & Intro to Job Seeking
- Word 2016 Introduction
- Word 2016 Intermediate
- Excel 2016 Introduction
- PowerPoint 2016 Introduction
- Outlook 2016 - Email, Contacts & Calendar
- Basic Bookkeeping & MYOB
- Basic Bookkeeping & Xero
- Social Media at Work
- Photoshop CC Level 1
- InDesign CC Level 1
- Illustrator CC Level 1
- Improve Your Pronunciation Skills
- Improve Your Conversation Skills
- Medical Terminology
- HLTAID003 Provide First Aid
- HLTAID001 Provide Cardiopulmonary Resuscitation
- HLTAID004 Provide an Emergency Response in an Education & Care Setting
- Provide Responsible Service of Alcohol (RSA)
- Provide Responsible Gambling Services (RCG)
- Identify and Respond to Children and Young People at Risk
- Develop and Use Emotional Intelligence
- Barista Training

See course details for full names and codes of accredited units.

Here's a sample of what's on offer under funded training



USI

UNIQUE STUDENT IDENTIFIER

All students enrolling in Nationally Recognised Training must obtain a Unique Student Identifier (USI) prior to course commencement. This includes full qualification and short accredited courses identified with the nationally recognised training logo. If you don't have a USI you will not receive your qualification or statement of attainment.

For more information or to obtain a USI please go to:

www.usi.gov.au

FUNDED TRAINING

Talk to us about funded training, you might be surprised at what is available!

FUNDED TRAINING FOR INDIVIDUALS

Community Service Obligation Funding (CSO) is available to assist eligible students to complete training which will help them improve their employment opportunities and/or move into higher level training.

Eligibility requirements for CSO funding are (for a complete list of criteria see our website):

Q1. Can you tick ALL the boxes below?

- An Australian Citizen/ Permanent Resident/ New Zealand citizen/ Humanitarian visa holder
- Aged 15 years or older
- No longer at school
- Live or work in NSW

If you can tick **all** the boxes in **Q1** and **one** of the boxes in **Q2**, you are well on your way to being eligible for funded training.

FUNDED COURSES AVAILABLE

Check out pages 8-14, all courses that display the accredited symbol above are available for funded positions.

+

Q2. One of the options below?

- Australian Aboriginal or Torres Strait Islander
- Someone with a disability or is the dependent child, spouse or partner of someone with a disability
- Someone who is experiencing hardship (letter needed from medical professional, government agency or support agency eg. your GP or Counsellor).
- A recipient of an eligible benefit, or a dependent child, spouse or partner of a recipient of an eligible benefit (see below)
 - Age Pension
 - Carer Payment
 - Exceptional Circumstances Relief Payment
 - Family Tax Benefit Part A (100%)
 - Newstart Allowance
 - Sickness Allowance
 - Veterans' Affairs Pension
 - Widow Allowance
 - Wife Pension
 - Austudy
 - Disability Support Pension
 - Farm Household Allowance
 - Parenting Payment (Single)
 - Special Benefit
 - Veterans' Children Education Scheme
 - Widow B pension
 - Youth Allowance



FUNDED TRAINING FOR SMALL BUSINESS

Tech Savvy for Small Business is a NSW Department of Industry initiative to **support small business owners** and their staff by providing **fully subsidised training** in short courses targeting information technology, business services or foundation skills.

Talk to us today and find out how we can help you upskill your staff.

9970 1000

NEED BASIC COMPUTER SKILLS AND CAN TICK ALL THE BOXES BELOW?

Why not talk to us about enrolling in the **fully funded** ICT10115 Certificate I in Information, Digital Media and Technology course? Not only will you be able to upgrade your skills, once completed, you will have a nationally recognised VET Accredited Certificate to add to your résumé.

ELIGIBILITY CRITERIA:

- Australian Citizen/Permanent Resident/NZ Citizen/Humanitarian Visa Holder
- Aged 15 years or older
- No longer at school
- Live or work in NSW

ICT10115 Certificate I in INFORMATION, DIGITAL MEDIA AND TECHNOLOGY

This course is ideal for students who are looking for a basic introduction to computers. You will learn:

- How to use and customise windows
- Store & transfer your files & photos using the PC, USB & smartphone
- How to use the internet and email
- Word - creating and basic formatting of documents
- Excel - creating basic spreadsheets using formulas
- PowerPoint - creating basic presentations and flyers

Prerequisite: Some basic keyboard and mouse skills and have access to a computer with MS Office programs.

Cost: \$0 (if eligible for funded position)

DAYTIME

Mondays, Tuesdays, Wednesdays
06 May to 17 June 2019
9.30am-2.30pm | Narrabeen Annex
NB: No class on 10 June

Mondays, Tuesdays, Thursdays
06 May to 17 June 2019
9.30am-2.30pm | Brookvale Campus
NB: No classes on 7 May & 10 June

EVENING

Mondays and Wednesdays
27 May to 28 August 2019
6.00pm-9.00pm | Narrabeen Annex
NB: No class 10 June

This training is subsidised by the NSW Government.

For more information on funded positions please contact Susan Wilkinson on 9970 1000 or email vet@nbcc.nsw.edu.au

SHORT COURSES



Computers for Over 60s

Under 60s can attend at an additional 10% per course. When enrolling in courses in this section you must quote your NSW Seniors Card or Pension number on enrolment. There are no further concessions on these courses.

Organise Your Files & Photos (Windows PCs only)

\$64 gst exempt | 1 session
Fri 24 May | 9.30am - 1.30pm
Narrabeen Annex | Gabrielle Kinghorn

Senior iPads Stage 2

Prerequisite: Introduction to iPads course. Please bring a charged Apple iPad with the latest IOS software update installed

\$85 gst exempt | 2 sessions
Fri 24 May | 10.00am - 12.30pm
Narrabeen Annex | Emma Congues

\$85 gst exempt | 2 sessions
Thurs 23 May | 10.00am - 12.30pm
St Lukes Mosman | Emma Congues

Senior iPads Stage 3

Prerequisite: Introduction to iPads & Senior iPads Stage 2 courses. Please bring a charged Apple iPad with the latest IOS software update installed

\$85 gst exempt | 2 sessions
Fri 7 Jun | 10.00am - 12.30pm
Narrabeen Annex | Emma Congues

\$85 gst exempt | 2 sessions
Thurs 6 Jun | 10.00am - 12.30pm
St Lukes Mosman | Emma Congues

Senior iPad Apps for Travellers

Prerequisite: Introduction to iPads course. Please bring a charged Apple iPad with the latest IOS software update installed

\$43 gst exempt | 1 session
Thurs 20 June | 10.00am - 12.30pm
St Lukes Mosman | Emma Congues

iCloud for Seniors

\$43 gst exempt | 1 session
Fri 05 Jul | 10.00am - 12.30pm
Narrabeen Annex | Emma Congues

Office Skills

Windows 10 Introduction

\$143 gst exempt | 2 sessions
Fri 10 May | 9.30am - 12.30pm
Brookvale Campus | Gabrielle Kinghorn

Organise Your Files & Photos (Windows PCs only)

Bring USB stick, Smartphone and smart phone charging cable
\$76 gst exempt | 1 session
Fri 14 Jun | 9.30am - 1.30pm
Brookvale Campus | Gabrielle Kinghorn

Touch Typing for Adults

FSKDIG03 Use digital technology for routine workplace tasks

\$286* gst exempt | 5 sessions
Wed 08 May | 9.30am - 12.00pm
Brookvale Campus | Margaret Dellosa
*Includes 1 year subscription to Typequick

FUNDED see page 7 for eligibility criteria

Microsoft Office

Word 2016 Introduction

BSBITU211 Produce digital text documents. Prerequisite: Basic Windows PC and file management skills. Please bring a USB flash drive.

\$315 gst exempt | 3 sessions
Fri 21 Jun | 9.30am - 2.30pm
Narrabeen Annex | Vera Hannan

FUNDED see page 7 for eligibility criteria

Word 2016 Intermediate

BSBITU313 Design and Produce Digital Text Documents. Prerequisite: Basic Word and keyboarding skills. Please bring USB flash drive.

\$249 gst exempt | 4 sessions
Tues 07 May | 6.00pm - 9.00pm
Narrabeen Annex | Vera Hannan

FUNDED see page 7 for eligibility criteria

Excel 2016 Introduction

BSBITU314 Design & produce spreadsheets. Prerequisite: Basic Windows PC and file management skills. Please bring a USB flash drive.

\$315 gst exempt | 5 sessions
Thurs 23 May | 6.00pm - 9.00pm
Narrabeen Annex | Vera Hannan

\$315 gst exempt | 3 sessions
Fri 31 May | 9.30am - 2.30pm
Narrabeen Annex | Vera Hannan

FUNDED see page 7 for eligibility criteria

Excel 2016 Intermediate

Prerequisite: Excel Introduction course or equivalent skills/knowledge. Please bring a USB flash drive.

\$132 gst exempt | 2 sessions
Tue 21 May | 6.15pm - 9.15pm
Brookvale Campus | Nicky Bull

Excel 2016 Advanced

Prerequisite: Excel Intermediate course or equivalent skills and knowledge. Please bring a USB flash drive.

\$132 gst exempt | 2 sessions
Tues 04 Jun | 6.15pm - 9.15pm
Brookvale Campus | Nicky Bull

PowerPoint 2016 Introduction

BSBITU312 Create electronic presentations. Prerequisite: Basic Windows PC and file management skills. Please bring USB flash drive.

\$315 gst exempt | 3 sessions
Wed 08 May | 9.30am - 2.30pm
Brookvale Campus | Nicky Bull

\$315 gst exempt | 5 sessions
Tues 04 Jun | 6.00pm - 9.00pm
Narrabeen Annex | Vera Hannan

FUNDED see page 7 for eligibility criteria

PowerPoint 2016 Just The Basics

Prerequisite: Basic Windows PC and file management skills. Please bring USB flash drive.


\$151 gst exempt | 1 session
Fri 17 May | 9.30am - 4.30pm
Narrabeen Annex | Vera Hannan

Outlook 2016 - Email, Contacts & Calendar

ICTICT107 Use Personal Productivity tools. Prerequisite: Basic keyboarding skills

\$199 gst exempt | 2 sessions
Fri 31 May | 9.30am - 2.30pm
Brookvale Campus | Gabrielle Kinghorn

FUNDED see page 7 for eligibility criteria

 Training courses marked with an accredited symbol may be subsidised by the NSW Government, subject to eligibility.

Tech Savvy Seniors

FUNDED! This training is subsidised through a partnership between the NSW Government & Telstra



Eligibility for a position includes being an Australian citizen/permanent resident and aged 60+ (or Aboriginal Seniors aged from 50+). Evidence **must** be produced on the first session of the class.

To book a position please phone 9970 1000 or visit our website.

Please note that the training rooms at NBCC Brookvale Campus are located on the first floor of the building with **no lift access**.

If driving to the Narrabeen Annex, please park in the northern end of the main car park (spaces line marked in pink only) or across Pittwater Road in Lakeside Park.

Introduction to iPads

Prerequisite: Please bring a charged Apple iPad with the latest IOS software update installed

\$15 gst exempt | 2 sessions
Fri 10 May | 10.00am - 12.30pm
Narrabeen Annex | Emma Congues

\$15 gst exempt | 2 sessions
Thurs 09 May | 10.00am - 12.30pm
St Lukes Mosman | Emma Congues

Introduction to iPhones

Prerequisite: Please bring a charged Apple iPhone, with the latest IOS software update installed

\$15 gst exempt | 2 sessions
Fri 21 Jun | 10.00am - 12.30pm
Narrabeen Annex | Emma Congues

Bookkeeping & Accounting

Basic Bookkeeping & MYOB

BSBFIA301 Maintain financial records & BSBFIA302 Process payroll. Prerequisite: Strong file management skills using Windows PC.

\$615 gst exempt | 8 sessions
Tues 30 Apr | 9.30am - 2.30pm
Brookvale Campus | Judy Thomas



\$495 gst exempt | 9 sessions
Wed 08 May | 6.15pm - 9.15pm
Brookvale Campus | Alee Cochrane
(Additional self study required)



Additional \$15 to purchase student edition software for MYOB for home use, if required. (Credit card details required for first session.) Please note: MYOB is now only available for Windows PCs.

FUNDED see page 7 for eligibility criteria

Basic Bookkeeping & Xero

NEW

BSBFIA301 Maintain financial records & BSBFIA302 Process payroll.

Prerequisite: Strong file management skills using Windows PC & basic internet skills. Prior to the first class all students must have set up their own access to Xero with access to authenticator. Students must have a smart phone in class to access the authenticator.

\$495 gst exempt | 9 sessions
Thurs 09 May | 6.15pm - 9.15pm
Brookvale Campus | Maxine Haigh-White
(Additional self study required)



FUNDED see page 7 for eligibility criteria

Xero for Beginners

Prerequisite: Strong file management skills using Windows PC & basic internet skills. Prior to the first class all students must have set up their own access to Xero with access to authenticator. Students must have a smart phone in class to access the authenticator.

\$223 gst exempt | 2 sessions
Sat 25 May | 9.30am - 3.00pm
Brookvale Campus | Maxine Haigh-White

Xero Payroll

Prerequisite: Basic internet skills. Must be familiar with Xero or have attended our Xero for Beginners course.

\$110 gst exempt | 1 session
Sat 22 Jun | 9.30am - 3.00pm
Brookvale Campus, Maxine Haigh-White

Social Media

Introduction to Facebook for Business

Prerequisites: Must be familiar with using a Facebook personal account.

\$75 gst exempt | 1 session
Fri 14 Jun | 9.30am - 1.30pm
St Lukes Mosman

Introduction to LinkedIn (Personal Use)

\$99 gst exempt | 1 session
Wed 03 Jul | 9.30am - 2.30pm
Brookvale Campus | Maxine Haigh-White

Introduction to Instagram

Prerequisites: Must have Instagram app installed on smartphone/tablet. Smartphone/tablet required for class.

\$75 gst exempt | 1 session
Fri 21 Jun | 9.30am - 1.30pm
St Lukes Mosman

Introduction to Instagram for Business

Prerequisites: Must be familiar with using an Instagram standard account or have attended our Introduction to Instagram course, and have Instagram app installed on smartphone/tablet. Smartphone/tablet required for class.

\$75 gst exempt | 1 session
Fri 28 Jun | 9.30am - 1.30pm
St Lukes Mosman

Social Media at Work

ICTWEB201 Use social media tools for collaboration and engagement. Prerequisites: Must be familiar with using a Facebook personal account.

\$485 gst exempt | 5 sessions
Thurs 09 May | 9.30am - 2.30pm
Brookvale Campus
Please note: No class on 6 June



FUNDED see page 7 for eligibility criteria

Website & Graphic Design

Photoshop CC Level 1

ICTICT204 Operate a digital media technology package. Prerequisite: Good skills with PC or Mac. Manual provided.

\$415 gst exempt | 7 sessions
Mon 06 May | 6.30pm - 9.30pm
Brookvale Campus | Sarah Lorien



Please note: No classes on 13 May & 10 June.

FUNDED see page 7 for eligibility criteria

Photoshop CC Introduction

Prerequisite: Good skills with PC or Mac. Manual provided.

\$187 gst exempt | 3 sessions
Mon 06 May | 6.30pm - 9.30pm
Brookvale Campus | Sarah Lorien
Please note: No class on 13 May.

Photoshop CC Level 2

Prerequisite: Good skills with PC or Mac and completion of the Photoshop CS6 Essentials course or equivalent skills/knowledge.

\$118 gst exempt | 2 sessions
Wed 26 Jun | 6.30pm - 9.30pm
Brookvale Campus | Sarah Lorien

InDesign CC Level 1

Prerequisite: Good skills with PC or Mac. Manual provided. BSBITU309 Produce desktop published documents.

\$415 gst exempt | 7 sessions
Wed 08 May | 6.30pm - 9.30pm
Brookvale Campus | Deborah Stokes



FUNDED see page 7 for eligibility criteria

Illustrator CC Level 1

ICTICT204 Operate a digital media technology package. Prerequisite: Good skills with PC or Mac. Manual provided.

\$390 gst exempt | 4 sessions
Mon 13 May | 9.30am - 2.30pm
Brookvale Campus | Deborah Stokes



FUNDED see page 7 for eligibility criteria

Illustrator CC Level 2

Prerequisite: Illustrator CC Level 1 or equivalent skills. Good skills with PC or Mac. Manual provided.

\$287 gst exempt | 3 sessions
Thurs 20 Jun | 9.30am - 2.30pm
Brookvale Campus | Deborah Stokes

Create a Website with WordPress.com

Prerequisite: Windows skills. You must create a Wordpress.com account prior to class. Instructions provided on request. Cheat sheet provided.

\$188 gst exempt | 2 sessions
Mon 24 Jun | 9.30am - 1.30pm
Brookvale Campus | Jodi Allbon



Stage 1 includes basic grammar and vocabulary, individual or small group work. Stage 2 aims to give more fluency in conversation making the student more confident and knowledgeable with meeting and greeting, and to be able to carry out a simple conversation.

Courses A1 to C1 follow the Common European Framework of Reference for Languages (CEFR) guidelines. For more information please see our website: www.nbcc.nsw.edu.au

Purchase of a text book may be required for the course (approx \$60).

French

French: Beginners Stage 1

\$212 inc gst | 5 sessions
Thurs 09 May | 6.15pm - 8.45pm
Brookvale Campus | TBA

French: Beginners Stage 2

\$212 inc gst | 5 sessions
Thurs 13 June | 6.15pm - 8.45pm
Brookvale Campus | TBA

French: Beginners Stage 1

\$212 inc gst | 5 sessions
Mon 06 May | 10.00am - 12.30pm
Brookvale Campus | TBA

French A1 Beginners 2

\$290 inc gst | 8 sessions
Mon 29 April | 12.30pm - 2.30pm
St Lukes Mosman | Dominique Partridge

French A1 Beginners 1

\$295 inc gst | 8 sessions
Mon 29 April | 7.00pm - 9.00pm
St Lukes Mosman | Nicole Laugier

French A1 Beginners 5

\$295 inc gst | 8 sessions
Tues 30 April | 7.00pm - 9.00pm
Mosman High | Nicole Laugier

French A1 Beginners 10

\$325 inc gst | 9 sessions
Wed 08 May | 12.30pm - 2.30pm
St Lukes Mosman | Dominique Partridge

French A1-A2: Practice Speaking French - Beginner Level 2

\$295 inc gst | 8 sessions
Tues 07 May | 7.00pm - 9.00pm
Mosman High | Kathleen Beaubois

French A2 Intermediate 2

\$295 inc gst | 8 sessions
Wed 01 May | 7.00pm - 9.00pm
St Lukes Mosman | Nicole Laugier

French A2 Intermediate

\$190 inc gst | 5 sessions
Wed 05 June | 10.00am - 12.00pm
St Lukes Mosman | Dominique Partridge

French A2 Intermediate Film Study

\$155 inc gst | 4 sessions
Wed 08 May | 10.00am - 12.00pm
St Lukes Mosman | Dominique Partridge

French B2 Intermediate 7

\$355 inc gst | 8 sessions
Tues 30 April | 12.30pm - 2.30pm
Cammeray Golf Course | Nicole Laugier

French C1 Advanced

\$440 inc gst | 8 sessions
Tues 30 April | 9.30am - 12.00pm
Cammeray Golf Course | Nicole Laugier

French C1 Book Club

\$80 inc gst | 1 sessions
Wed 29 May | 3.30pm - 6.30pm
St Lukes Mosman | Nicole Laugier

German

German: Beginners Stage 1

\$212 inc gst | 5 sessions
Thurs 09 May | 6.15pm - 8.45pm
Brookvale Campus | Arnisa Skrami

German: Beginners Stage 2

\$212 inc gst | 5 sessions
Thurs 13 June | 6.15pm - 8.45pm
Brookvale Campus | Arnisa Skrami

German Beginners Stage 1

\$350 inc gst | 8 sessions
Tues 07 May | 6.30pm - 8.30pm
Mosman High | Wolfgang Mueller

German C1 Conversation

\$350 inc gst | 8 sessions
Sat 11 May | 10.00am - 12.00pm
Warringah Bowls | Wolfgang Mann

Italian

Italian: Beginners Stage 1

\$212 inc gst | 5 sessions
Wed 08 May | 11.00am - 1.30pm
Brookvale Campus | Flavia Natoli

\$255 inc gst | 6 sessions
Mon 13 May | 7.00pm - 9.30pm
Brookvale Campus | Francesca Modica

Italian: Beginners Stage 2

\$212 inc gst | 5 sessions
Wed 12 June | 11.00am - 1.30pm
Brookvale Campus | Flavia Natoli

Italian A1 Beginners 1

\$295 inc gst | 8 sessions
Thur 09 May | 7.00pm - 9.00pm
St Lukes Mosman | Rosa Santi

Italian A1 Beginners 3

\$295 inc gst | 8 sessions
Tues 07 May | 7.00pm - 9.00pm
Mosman High | Rosa Santi

Italian A2 Intermediate 2

\$295 inc gst | 8 sessions
Thur 09 May | 9.00am - 11.00am
Mosman Art Annex | Rosa Santi

Italian B2 - Advanced Conversation

\$310 inc gst | 8 sessions
Mon 06 May | 10.00am - 12.00pm
St Lukes Mosman | Laura Lennon

Japanese

Japanese: Beginners Stage 1

\$212 inc gst | 5 sessions
Thurs 09 May | 6.15pm - 8.45pm
Brookvale Campus | Liberty Campbell

Mandarin

Mandarin: Beginners Stage 1

\$212 inc gst | 5 sessions
Mon 06 May | 6.30pm - 9.00pm
Narrabeen Annex | Linda Bennett

\$295 inc gst | 8 sessions
Tues 07 May | 6.30pm - 8.30pm
Mosman High | Lillian Hong

Mandarin: Beginners Stage 2

\$212 inc gst | 5 sessions
Mon 17 June | 6.30pm - 9.00pm
Narrabeen Annex | Linda Bennett

Spanish

Spanish: Beginners Stage 1

\$212 inc gst | 5 sessions
Mon 06 May | 6.15pm - 8.45pm
Brookvale Campus | Patricia La Porta

Spanish: Beginners Stage 2

\$212 inc gst | 5 sessions
Mon 17 June | 6.15pm - 8.45pm
Brookvale Campus | Patricia La Porta

Spanish A1 Beginners 1

\$295 inc gst | 8 sessions
Tues 07 May | 2.15pm - 4.15pm
St Lukes Mosman | Elizabeth Holgado-Vente

Spanish A1 Beginners 2

\$295 inc gst | 8 sessions
Tues 07 May | 6.30pm - 8.30pm
Mosman High | Carolina Delfino

Spanish A1 Beginners 1

\$295 inc gst | 8 sessions
Mon 06 May | 6.30pm - 8.30pm
Mosman Art Annex | Carolina Delfino

Spanish A1 Intermediate 2

\$295 inc gst | 8 sessions
Tues 07 May | 11.45am - 1.45pm
St Lukes Mosman | Elizabeth Holgado-Vente

Spanish B1 Beginners 8

\$295 inc gst | 8 sessions
Wed 08 May | 7.00pm - 9.00pm
Mosman Art Annex | Lucrecia Strickland

Spanish Beginners

\$295 inc gst | 8 sessions
Mon 06 May | 12.30pm - 2.30pm
Mosman Art Annex | Carolina Delfino

Portugese for Beginners

\$295 inc gst | 8 sessions
Thurs 09 May | 7.00pm - 9.00pm
Mosman Art Annex | Rita Ferraro

ENGLISH AS A SECOND LANGUAGE

NBCC is offering a range of English classes to help written and spoken English skills, improve employment opportunities or support further training needs.

These courses are for:

- An Australian Citizen/ Permanent Resident/ NZ citizen/ Humanitarian visa holder
- Aged 15 years or older
- No longer at school
- Live or work in NSW

To ensure you are enrolled in the correct course, a short interview is required.

To enrol you must come to our enrolment evening listed above. You do not need an appointment. You must bring proof of citizenship, residency or visa.

Limited places available.

This training may be subsidised by the NSW Government.

TERM 2 ENROLMENT EVENING

Monday 29 April 2019, 5pm to 7pm
NBCC Brookvale Campus
Level 1, 14 William Street, Brookvale

Improve Your Pronunciation Skills

FSKOCM07 Interact effectively with others at work, FSKOCM05 Use oral communication skills for effective workplace presentations, FSKOCM06 Use oral communication skills to participate in workplace teams

7 Tuesdays (no class on 13 May & 10 Jun)
06 May to 01 Jul 2019 | 6.15pm-9.15pm
Brookvale Campus
Cost: \$0

Improve Your Conversation Skills

FSKOCM01 Participate in highly familiar spoken exchanges, FSKOCM03 Participate in simple spoken interactions at work, FSKOCM04 Use oral communication skills to participate in workplace meetings

8 consecutive Wednesdays
08 May to 26 Jun 2019 | 9.30am-12.30pm
Brookvale Campus
Cost: \$0



Workskills & Money Matters

How to Be a Successful Sales Representative

\$151 inc gst | 4 sessions
Tues 04 June | 6.15pm - 8.15pm
Brookvale Campus | Jason Oh

How to Create a Market Stall

\$42 gst exempt | 1 session
Mon 17 Jun | 6.30pm - 9.00pm
Narrabeen Annex | Amy Clarke

How to Manage a Retail Store Successfully

\$151 inc gst | 4 sessions
Tues 07 May | 6.15pm - 8.15pm
Brookvale Campus | Jason Oh

Living In A Strata Scheme Building

\$90 inc gst | 1 session
Tues 07 May | 6.00pm - 8.00pm
Mosman High | Paul Miller

\$90 inc gst | 1 session
Thurs 13 Jun | 6.00pm - 8.00pm
Narrabeen Annex | Catherine Sparkes

Medical Terminology

BSBMED301 Interpret and apply medical terminology appropriately

\$130 gst exempt | 2 sessions
Mon 13 & Tues 14 May | 9.00am to 2.45pm
Narrabeen Annex | Jo Neophyton Please note change of venue
Brookvale Campus
FUNDED see page 7 for eligibility criteria

Prepare & Manage Your Business Growth

\$99 gst exempt | 1 session
Sat 22 June | 9.15am - 3.15pm
Brookvale Campus | Clare Harris

Preparing For A Financially Successful Retirement

\$51 inc gst | 1 session
Tues 14 May | 6.30pm - 9.30pm
Mosman High | Alex Cook

\$51 inc gst | 1 session
Thurs 20 June | 6.15pm - 9.15pm
Brookvale Campus | Alex Cook

Radio Workshop

\$120 gst exempt | 1 session
Sat 18 May | 9.00am - 4.00pm | Radio
Northern Beaches | Andrew Goodman Jones

Retire In Style Successfully

\$175 inc gst | 1 session
Sun 12 May | 9.30am - 4.30pm
St Lukes Mosman | Melissa Gilbert

Resume Writing & Intro to Job Seeking

(Using Microsoft Word 2016) FSKWTG06 Write simple workplace information. Prerequisite: Basic Windows PC, file management and Microsoft Word skills.

\$232 gst exempt | 2 sessions
Wed 19 & 26 Jun | 9.30am - 2.30pm
Brookvale Campus | Maxine Haigh-White

FUNDED see page 7 for eligibility criteria

Introduction to LinkedIn (Personal Use)

\$99 gst exempt | 1 session
Wed 03 Jul | 9.30am - 2.30pm
Brookvale Campus | Maxine Haigh-White

Self Managed Super Funds

\$51 inc gst | 1 session
Tues 07 May | 6.30pm - 9.30pm
Mosman High | Alex Cook

\$51 inc gst | 1 session
Thurs 27 Jun | 6.15pm - 9.15pm
Brookvale Campus | Alex Cook

Sign Language 1

\$220 gst exempt | 7 sessions
Wed 08 May | 7.00pm - 9.00pm
Brookvale Campus | Deaf Society of NSW

Sign Language 2

\$220 gst exempt | 7 sessions
Mon 06 May | 7.00pm - 9.00pm
Narrabeen Annex | Deaf Society of NSW

\$220 gst exempt | 7 sessions
Tues 30 April | 7.00pm - 9.00pm
Mosman High | Deaf Society of NSW

Smart Phone Video for Your Small Business

\$125 gst exempt | 1 session
Sat 11 May | 9.30am - 4.30pm
Brookvale Campus | Amy Bingham

Successful Stock Market Investing

\$34 inc gst | 1 session
Thurs 27 Jun | 6.30pm - 8.30pm
Brookvale Campus | James Diegelman

What Every Woman Should Know About Financial Planning

\$51 inc gst | 1 session
Tues 21 May | 6.30pm - 9.30pm
Mosman High | Alex Cook

First Aid

Provide First Aid

HLTAID003 Provide First Aid - Flexible Delivery. Pre-course work required.

\$115 gst exempt | 1 session | 9am - 5pm
See website for course dates and to enrol.


FUNDED see page 7 for eligibility criteria

CPR Accredited

HLTAID001 Provide Cardiopulmonary Resuscitation - Flexible Delivery. Pre-course work required.

\$65 gst exempt | 1 session | 9am - 12pm
See website for course dates and to enrol.

FUNDED see page 7 for eligibility criteria

 Completing HLTAID001 Provide Cardiopulmonary Resuscitation will contribute 3 hours and 0 minutes of NSW Education Standards Authority (NESA) Registered PD addressing 4.4.2, 7.2.2 from the Australian Professional Standards for Teachers towards maintaining Proficient Teacher Accreditation in NSW.


Provide First Aid Response in an Education & Care Setting

HLTAID004 Provide an emergency first aid response in an education and care setting - Flexible Delivery. Pre-course work required.

\$115 gst exempt | 1 session | 9am - 5pm

See website for course dates and to enrol.

FUNDED see page 7 for eligibility criteria

 Completing HLTAID004 Provide an Emergency Response in an Education & Care Setting will contribute 7 hours and 30 minutes of NSW Education Standards Authority (NESA) Registered PD addressing 4.4.2, 6.2.2, 7.2.2 from the Australian Professional Standards for Teachers towards maintaining Proficient Teacher Accreditation in NSW.

Mental Health First Aid

\$280 gst exempt | 2 sessions
9.00am to 4.00pm | Eleni Psillakis
See website for course dates and to enrol.

Youth Mental Health First Aid (for Adults Living or Working with Youth)

\$340 gst exempt | 2 sessions
9.00am to 5.00pm | Eleni Psillakis
See website for course dates and to enrol.

Hospitality

Provide Responsible Service of Alcohol (RSA) (Please note this is not a refresher course)

SITHFAB002 Provide responsible service of alcohol



\$165 gst exempt | 1 session
Thurs 09 May | 9.30am - 4.00pm
Narrabeen Annex | Kat King

\$165 gst exempt | 1 session
Thurs 06 Jun | 9.30am - 4.00pm
Brookvale Campus | Kat King
\$165 gst exempt | 2 sessions
Tues 21 & 28 May | 6.00pm to 9.15pm
Brookvale Campus | Kat King

FUNDED see page 7 for eligibility criteria

Provide Responsible Gambling Services (RCG)

SITHGAM001 Provide responsible gambling services



\$110 gst exempt | 2 sessions
Tues 7 & 14 May | 6.00pm to 9.15pm
Brookvale Campus | Kat King

\$110 gst exempt | 1 session
Thurs 16 May | 9.30am - 4.00pm
Narrabeen Annex | Kat King

\$110 gst exempt | 1 session
Thurs 13 Jun | 9.30am - 4.00pm
Brookvale Campus | Kat King
\$110 gst exempt | 2 sessions
Tues 18 & 25 Jun | 6.00pm - 9.15pm
Mosman High | Kat King

FUNDED see page 7 for eligibility criteria

Barista Training

SITHFAB005 Prepare and serve espresso coffee, SITXFSAA001 Use hygienic practices for food safety

6-8 hours online pre-course work required.

\$160 gst exempt | 1 session
Thurs 23 May | 9.30am - 5.00pm
Narrabeen Annex | Kat King

\$160 gst exempt | 1 session
Thurs 20 Jun | 9.30am - 5.00pm
Narrabeen Annex | Kat King

FUNDED see page 7 for eligibility criteria

NB: Bookings close two weeks prior to course commencing.



Arts

Drawing & Painting

Botanical Art at Mackie Lane Community Garden

\$300 inc gst | 6 sessions
Tues 07 May | 10.00am - 1.00pm
Mackie Lane Com. Gdn | Penny Walton

Capturing Watercolour Landscapes

\$110 inc gst | 1 session
Sat 01 Jun | 11.00am - 4.00pm
Mosman Art Annex | Susan Bernasconi

Drawing: Beginners to Intermediate

\$274 inc gst | 8 sessions
Mon 06 May | 12.00pm - 2.00pm
Narrabeen Annex | John Wells

Drawing With Pen & Wash

\$280 inc gst | 8 sessions
Thur 09 May | 10.30am - 12.30pm
Mosman Art Annex | Susan Bernasconi

Introduction To Drawing And Painting

\$120 inc gst | 1 session
Sun 23 Jun | 10.00am - 4.00pm
Mosman Art Annex | David Pavich

Introduction To Drawing And Painting

\$280 inc gst | 8 sessions
Mon 06 May | 7.00pm - 9.00pm
Warringah Bowls | David Pavich

Landscapes From Photos Workshop

\$120 inc gst | 1 session
Sun 16 Jun | 10.00am - 4.00pm
Mosman Art Annex | David Pavich

Oil Painting

\$340 inc gst | 8 sessions
Mon 06 May | 6.00pm - 8.30pm
Narrabeen Annex | Mark Kingston

Drawing for Beginners - Weekend Workshop

\$199 inc gst | 2 sessions
Sat 15 Jun & Sun 16 Jun | 9.00am - 3.00pm
St Lukes Mosman | John Wells

Outdoor Drawing And Painting

\$280 inc gst | 8 sessions
Fri 10 May | 1.00pm - 3.00pm
Balmoral Rotunda | David Pavich

Beginners Watercolour Workshop

\$110 inc gst | 1 session
Sat 25 May | 11.00am - 4.00pm
Mosman Art Annex | Susan Bernasconi

Painting Provence

\$285 inc gst | 8 sessions
Thur 09 May | 1.30pm - 3.30pm
Mosman Art Annex | Susan Bernasconi

Ways With Watercolour

\$280 inc gst | 8 sessions
Fri 10 May | 10.30am - 12.30pm
Mosman Art Annex | Susan Bernasconi

Watercolour: Beginners

\$299 inc gst | 9 sessions
Mon 29 April | 9.15am - 11.45am
Narrabeen Annex | John Wells

Watercolour: Intermediate

\$274 inc gst | 8 sessions
Mon 06 May | 9.15am - 11.45am
Narrabeen Annex | John Wells

Fun with Watercolour

\$340 inc gst | 8 sessions
Wed 08 May | 6.15pm - 8.45pm
Narrabeen Annex | Lisa Glynn

Crafts & Fashion

Absolutely Fabulous Personal Style Analysis

\$200 inc gst | 1 session
Tues 28 May | 6.00pm - 9.30pm
Mosman High | Sharron-Del Wakely

Absolutely Fabulous Personalised Colour Analysis

\$200 inc gst | 1 session
Sat 18 May | 10.00am - 2.00pm
Mosman Art Annex | Sharron-Del Wakely

Card Making With Martha Stewart Punches

\$70 inc gst | 1 session
Sun 11 May | 10.00am - 1.00pm
Mosman Art Annex | Shirley Hoffman

Floristry for Beginners

\$399 inc gst | 6 sessions
Tue 07 May | 6.30pm - 8.30pm
Mosman High School | Stephanie Russell
NB: Flowers & materials included in first lesson only, each subsequent session bring \$75 payable to tutor directly

Floristry for Beginners - Workshop

\$350 inc gst | 1 session
Sat 15 June | 9.30am - 3.30pm
Mosman Art Annex | Stephanie Russell
NB: Flowers and materials included

Crochet: Beginners Stage 1

\$69 inc gst | 1 session
Sat 29 Jun | 9.00am - 1.00pm
St Lukes Mosman | Marianne Horton

\$69 inc gst | 1 session
Sun 25 May | 9.00am - 1.00pm
Brookvale Campus | Marianne Horton

Dressmaking

\$245 inc gst | 7 sessions
Tues 07 May | 7.00pm - 9.00pm
Mosman High | Jennifer Ashpole
** No class Tues 11 June*

Dressmaking - Daytime Class

\$300 inc gst | 8 sessions
Tues 07 May | 10.00am - 1.00pm
Mosman Art Annex | Jennifer Ashpole
** no class Tues 11 June*

General Sewing

\$320 inc gst | 7 sessions
Tues 07 May | 6.30pm - 9.00pm
Narrabeen Annex | Carol-Anne Stewart

How to Knit Workshop

\$69 inc gst | 1 session
Sat 29 Jun | 1.30pm - 5.30pm
St Lukes Mosman | Marianne Horton

\$69 inc gst | 1 session
Sun 25 May | 1.30pm - 5.30pm
Brookvale Campus | Marianne Horton

Pottery

\$299 inc gst | 8 sessions
Wed 08 May | 6.30pm - 8.30pm
Forestville Arts Centre | TBA

\$299 inc gst | 8 sessions
Thurs 09 May | 6.30pm - 8.30pm
Forestville Arts Centre | TBA

\$395 inc gst | 8 sessions
Mon 06 May | 10.00am - 1.00pm
Brookvale Simply Ceramics | TBA

\$299 inc gst | 8 sessions
Wed 15 May | 6.30pm - 8.30pm
Tramshed Narrabeen | Danielle Sadek

Photography

Film Photography and Darkroom Developing

\$275 inc gst | 2 sessions
Sat 29 June & 06 July | 10.00am - 2.00pm
Barrenjoey High School | Sally Mayman

Digital SLR Photography Introduction

\$315 inc gst | 7 sessions
Mon 06 May | 6.30pm - 9.00pm
Brookvale Campus | Julie Crespel

\$315 inc gst | 6 sessions
Fri 10 May | 10.00am - 1pm
Narrabeen Annex | Julie Crespel

iPhone Photography

\$132 inc gst | 1 session
Sat 18 May | 9.00am - 5.00pm
Brookvale Campus | Richard Lynch

\$132 inc gst | 2 sessions
Fri 10 May | 9.30am - 1.30pm
St Lukes Mosman | Richard Lynch

\$132 inc gst | 2 sessions
Thurs 13 Jun | 9.30am - 1.30pm
Brookvale Campus | Richard Lynch

Photography 1 - Beginners

\$280 inc gst | 5 sessions
Thurs 09 May | 1.00pm - 4.00pm
St Lukes Mosman | Richard Lynch

Music & Singing

Guitar: Beginners Level 1

\$137 inc gst | 8 sessions
Wed 08 May | 6.00pm - 7.00pm
Narrabeen Annex | Mark Broughton

\$285 inc gst | 8 sessions
Tues 07 May | 7.00pm - 9.00pm
Mosman High | Brenton White

Guitar: Beginners Level 2

\$137 inc gst | 8 sessions
Wed 08 May | 7.00pm - 8.00pm
Narrabeen Annex | Mark Broughton

Flamenco Guitar

\$137 inc gst | 8 sessions
Tues 07 May | 7.00pm - 8.00pm
Mosman High | Emz

Jazz Guitar

\$137 inc gst | 8 sessions
Tues 07 May | 8.00pm - 9.00pm
Mosman High | Emz

Singing for Beginners

\$212 inc gst | 5 sessions
Tues 07 May | 6.15pm - 8.15pm
Mosman High | Benny Ng

\$212 inc gst | 5 sessions
Thurs 09 May | 6.45pm - 8.45pm
Narrabeen Annex | Benny Ng

Songwriting Essentials

\$255 inc gst | 6 sessions
Tues 07 May | 6.00pm - 8.30pm
Mosman High | Keith Armitage

\$255 inc gst | 6 sessions
Thurs 09 May | 6.00pm - 8.30pm
Narrabeen Annex | Keith Armitage

The Ukulele

\$105 inc gst | 6 sessions
Wed 08 May | 8.00pm - 9.00pm
Narrabeen Annex | Mark Broughton

\$105 inc gst | 6 sessions
Wed 08 May | 10.45am - 11.45am
Mosman Art Annex | Brenton White

Crash course in Writing and Recording your song for Beginners

\$ 135 inc gst | 4 sessions
Wed 29 May | 6.15pm - 8.15pm
Brookvale Campus | Tate Harris
**Please bring your own device no experience with music or production necessary*

Home & Garden

Backyard Beekeeping

\$135 inc gst | 1 session
Sat 13 April | 10.00am - 4.00pm
St Lukes Mosman | Judith Sleijpen

Bonsai For Beginners

\$135 inc gst | 1 session
Sun 09 June | 10.00am - 4.00pm
St Lukes Mosman | Judith Sleijpen

Introduction to Gardening

\$103 inc gst | 1 session
Sat 11 May | 9.30am - 3.30pm
Brookvale Campus | Cameron Graves

Gardening In Small And Large Spaces

\$135 inc gst | 1 session
Sun 23 June | 10.00am - 4.00pm
St Lukes Mosman | Judith Sleijpen

Interior Design - Basics

\$340 inc gst | 8 sessions
Tues 07 May | 6.30pm - 9.00pm
Brookvale Campus | Fiona Barry

\$340 inc gst | 8 sessions
Mon 06 May | 9.30am - 12.00pm
Mosman Art Annex | Fiona Barry

Interior Design - Intermediate Level

Prerequisite: Interior Design Basics or equivalent

\$340 inc gst | 8 sessions
Wed 08 May | 6.30pm - 9.00pm
Brookvale Campus | Fiona Barry

Plant Propagation

\$135 inc gst | 1 session
Sun 26 May | 10.00am - 4.00pm
St Lukes Mosman | Judith Sleijpen

Property Styling For Living & Selling

\$125 inc gst | 1 session
Sat 22 June | 10.00am - 4.30pm
Mosman Art Annex | Fiona Barry

Cake Decorating

\$274 inc gst | 8 sessions
Wed 08 May | 6.30pm - 8.30pm
Brookvale Campus | Nicki Van Leeuwen



Life Skills

Acting for Beginners

\$160 inc gst | 8 sessions
Tues 07 May | 7.00pm - 8.30pm
Mosman High | Nik Forster
**Over 18 years only*

Astrology for Beginners

\$171 inc gst | 2 sessions
Sat 18 May | 9.30am - 2.30pm
Brookvale Campus | Sonja Cox

\$125 inc gst | 1 session
Tues 11 June | 9.00am - 4.30pm
Mosman Art Annex | Sonja Cox

Blogging Bootcamp

\$50 inc gst | 1 session
Tues 11 June | 5.00pm - 7.00pm
Mosman High | Zena Shapter

Book Group - Reading For Pleasure

\$95 inc gst | 5 sessions
Tues 04 June | 10.00am - 11.30am
St Lukes Mosman | Margaret Baird

Chocolate Making Workshop

\$120 inc gst | 1 session
Sat 25 May | 10.00am - 11.30am
21/1110 Middle Head Rd, Mosman | Coco Chocolate Studios

Creative Journal Writing

\$137 inc gst | 2 sessions
Sat 15 June | 9.30pm - 1.30pm
Brookvale Campus | Linda Robson Bell

Creative Writing: Essential Techniques

\$125 inc gst | 1 session
Sun 02 June | 9.00am - 3.00pm
Mosman Art Annex | Zena Shapter

Discovering Your Life Direction

\$60 inc gst | 1 session
Sat 25 May | 10.00am - 1.00pm
Mosman Art Annex | Kamila Boniecka

Fiction Feedback

\$85 inc gst | 2 sessions
Thurs 20 June | 6.00pm - 8.30pm
Narrabeen Annex | Joanne Riccioni

Fossils in My Travels

\$60 inc gst | 1 session
Tues 21 May | 7.00pm - 9.00pm
Mosman High | Heather Taylor

Herbal Medicine

\$85 inc gst | 5 sessions
Tues 21 May | 7.00pm - 8.00pm
Mosman Art Annex | Penny Wade

How to Increase Emotional Intelligence

\$60 inc gst | 1 session
Sat 25 May | 1.30pm - 4.30pm
Mosman Art Annex | Kamila Boniecka

Mahjong - Beginners

\$295 inc gst | 9 sessions
Tues 30 April | 9.30am - 12.30pm
Warringah Bowls | Ron Yap

\$295 inc gst | 9 sessions
Fri 03 May | 11.30am - 2.30pm
Warringah Bowls | Ron Yap

\$295 inc gst | 9 sessions
Tues 30 April | 1.00pm - 4.00pm
Warringah Bowls | Ron Yap

Mahjong - Social

\$190 inc gst | 9 sessions
Tues 30 April | 9.30am - 12.30pm
Warringah Bowls | Ron Yap

\$190 inc gst | 9 sessions
Fri 03 May | 11.30am - 2.30pm
Warringah Bowls | Ron Yap

\$190 inc gst | 9 sessions
Tues 30 April | 1.00pm - 4.00pm
Warringah Bowls | Ron Yap

Novel Writing

\$255 inc gst | 6 sessions
Thurs 09 May | 6.00pm - 8.30pm
Narrabeen Annex | Joanne Riccioni

Numerology for Fun

\$105 inc gst | 1 session
Sat 15 June | 9.30am - 3.30pm
Brookvale Campus | Jane Hodgett

Reflexology for Beginners

\$280 inc gst | 8 sessions
Tues 06 May | 7.00pm - 9.00pm
Mosman High | Jane Hodgett

The Year Your Book Gets Written

\$1500 inc gst | 12 sessions including 10 hrs of one on one mentoring see website for dates
Tues 07 May | 6.30pm - 8.30pm
Mosman High | Zena Shapter

For detailed information on our courses including all materials lists visit:

www.nbcc.nsw.edu.au

Please note: NBCC does not accept responsibility for materials purchased if a course is cancelled.

Typing Skills For Children - Primary School

\$210* inc gst | 2 sessions
Wed 17 Jul & Thurs 18 Jul | 9am - 12pm
Brookvale Campus | Margaret Dellosa
*Includes 1 year subscription to Typequick

Typing Skills For Children - High School

\$210* inc gst | 2 sessions
Wed 17 Jul & Thurs 18 Jul | 1pm - 4pm
Brookvale Campus | Margaret Dellosa
*Includes 1 year subscription to Typequick

Your Book - How To Do It

\$120 inc gst | 4 sessions
Tues 07 May | 7.00pm - 8.30pm
Mosman High | Saul Lockhart

Health & Fitness

Adult Learn To Swim - Beginners

\$170 inc gst | 10 sessions
Wed 08 May | 6.00pm - 6.30pm
Mosman Swim Centre

\$170 inc gst | 10 sessions
Mon 06 May | 6.00pm - 6.30pm
Mosman Swim Centre

Adult Learn To Swim - Intermediate

\$170 inc gst | 10 sessions
Wed 08 May | 6.30pm - 7.00pm
Mosman Swim Centre

\$170 inc gst | 10 sessions
Mon 06 May | 6.30pm - 7.00pm
Mosman Swim Centre

Aquacise

\$180 inc gst | 10 sessions
Sun 12 May | 12.00pm - 12.45pm
Mosman Swim Centre

Golf Croquet

\$100 inc gst | 4 sessions
Wed 08 May | 9.00am - 10.00am
Mosman Croquet Club, 2C Alexander Ave,
Mosman

Association Croquet

\$100 inc gst | 4 sessions
Sun 12 May | 9.00am - 10.00am
Mosman Croquet Club, 2C Alexander Ave,
Mosman

Hula Hooping for Beginners

\$150 inc gst | 8 sessions
Mon 06 May | 5.00pm - 6.30pm
St Lukes Hall Mosman | Caitlyn Woods Spinjoy Hoop

\$150 inc gst | 8 sessions
Mon 06 May | 7.30pm - 9.00pm
The Tramshed | Caitlyn Woods Spinjoy Hoop

Krav Maga Self Defence

\$137 inc gst | 8 sessions
Wed 08 May | 7.00pm - 8.00pm
Narrabeen Annex | Kelly Anderson

Kickboxing for Beginners

\$110 pp inc gst | 8 sessions
Mon 06 May | 7.00pm - 8.00pm
Bulldog Martial Arts School | Nick Stone

Lawn Bowls

\$70 inc gst | 5 sessions
Sat 11 May | 9.30am - 10.30am
Mosman Bowling Club

\$70 inc gst | 5 sessions
Wed 08 May | 9.30am - 10.30am
Mosman Bowling Club

Body, Mind & Soul

Meditation for Busy Lives

\$206 inc gst | 8 sessions
Mon 06 May | 10.00am - 11.30am
Brookvale Campus | Samantha Avery

Mindful Yoga

\$147 inc gst | 8 sessions
Wed 08 May | 4.15pm - 5.45pm
Warringah Bowls | Kathy Penn

Mindfulness, Meditation & Gentle Yoga

\$153 inc gst | 6 sessions
Tues 07 May | 7.00pm - 8.30pm
Narrabeen Annex | Kerrie-Jane Tooth

Pilates

\$145 inc gst | 8 sessions
Wed 15 May | 6.00pm - 7.00pm
Warringah Bowls | Joyce Subloo

\$145 inc gst | 8 sessions
Wed 15 May | 7.00pm - 8.00pm
Warringah Bowls | Joyce Subloo

\$145 inc gst | 8 sessions
Wed 15 May | 8.00pm - 9.00pm
Warringah Bowls | Joyce Subloo

\$145 inc gst | 8 sessions
Mon 06 May | 7.00pm - 8.00pm
Warringah Bowls | Anna McLeod

\$145 inc gst | 8 sessions
Mon 06 May | 6.00pm - 7.00pm
Warringah Bowls | Anna McLeod

Pilates - Daytime

\$175 inc gst | 10 sessions
Mon 29 Apr | 10.00am - 11.00am
Warringah Bowls | Sonia Forato

Qigong - The Art of Mindful Movement

\$125 inc gst | 6 sessions
Tues 07 May | 9.30am - 10.45am
Narrabeen Annex | Fiona Mackillop

Qigong - For Feeling Fabulous

\$130 inc gst | 8 sessions
Tues 30 April | 8.00am - 9.00am
Scots Kirk Hall | Angela Tian Zhu

Tai Chi

\$130 inc gst | 8 sessions
Tues 30 April | 9.00am - 10.00am
Scots Kirk Hall | Angela Tian Zhu

Tai Chi ~ At Balmoral

\$130 inc gst | 8 sessions
Sat 04 May | 8.00am - 9.00am
Balmoral Hunter Pk | Angela Tian Zhu

Yoga And Pilates

\$180 inc gst | 8 sessions
Tues 07 May | 6.00pm - 7.00pm
Scots Kirk Hall | Joan Miller

\$180 inc gst | 8 sessions
Tues 07 May | 7.00pm - 8.00pm
Scots Kirk Hall | Joan Miller

Yoga For Health And Wellbeing

\$185 inc gst | 9 sessions
Wed 08 May | 10.00am - 11.30am
PCYC North Syd | Patricia Wigley

Yoga For The Over 40s

\$185 inc gst | 9 sessions
Wed 08 May | 8.30am - 10.00am
Warringah Bowls | Bernadette O'Donnell

\$185 inc gst | 9 sessions
Thur 09 May | 6.30pm - 8.00pm
Scots Kirk Hall | Victoria Fisher

Yoga For The Over 50s

\$185 inc gst | 9 sessions
Thur 09 May | 12.00pm - 1.30pm
Scots Kirk Hall | Bernadette O'Donnell

\$185 inc gst | 9 sessions
Thur 09 May | 10.00am - 11.30am
Warringah Bowls | Bernadette O'Donnell

\$185 inc gst | 9 sessions
Tues 07 May | 10.00am - 11.30am
Warringah Bowls | Bernadette O'Donnell

\$185 inc gst | 9 sessions
Mon 06 May | 11.00am - 12.30pm
Warringah Bowls | Bernadette O'Donnell

Zentangle - Introduction

\$65 inc gst | 1 session
Sun 19 May | 11.00am - 1.00pm
Mosman Art Annex | Niki Lawrence

Zentangle - Delft Delights

\$80 inc gst | 1 session
Sun 16 June | 10.00am - 1.00pm
Mosman Art Annex | Niki Lawrence

Please see website for further details of all Niki's Zentangle classes running in May/June

MOSMAN Term 2 Enrolment Day

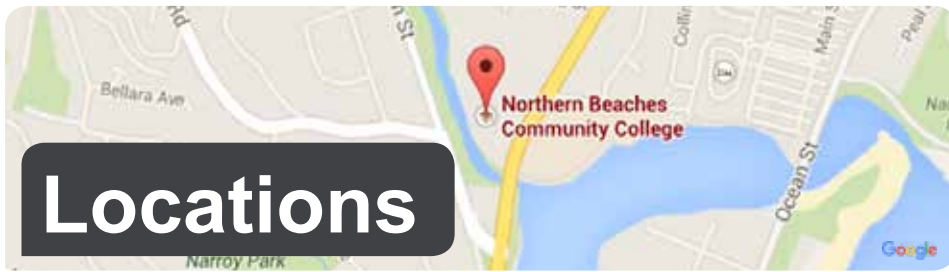
Tuesday 16 April 2019
9am - 4pm

BridgePoint Shopping Centre
Outside IGA
1-3 Brady St, Mosman

For detailed information on our courses
including all materials lists visit:

www.nbcc.nsw.edu.au

Please note: NBCC does not accept
responsibility for materials purchased if
a course is cancelled.



North Curl Curl Sports Centre

Abbott Rd, North Curl Curl

Overlooks the netball courts at John Fisher Park, residential street parking available.

PCYC Falcon Street Nth Sydney

224-230 Falcon Street, North Sydney

Near the junction with Moodie St and opposite St Leonards Park.

Please note \$20 PCYC membership fee per year required.

The Tramshed

1395a Pittwater Rd, Narrabeen

Parking available in Council car park next door (check parking restrictions).

Scots Kirk Hall

9 Belmont Road, Mosman

Located near the pedestrian crossing in Belmont Rd, opposite the High School, down the pathway on the right of the Church.

St Lukes Hall

Hattersley Room, Heydon Street, Mosman

Parking available on Heydon Street or under Bridgepoint Shopping Centre.

Disabled access available.

Warringah Bowling Club

74 Bradleys Head Rd, Mosman

Parking available on Bradley's Head Road or in the Club Carpark - entrance from Prince Albert Street

Brookvale Campus

Level 1, 14 William Street, Brookvale

NO on-site parking - street parking available in nearby residential areas. **Stairs - no lift access.**

Forestville Community Arts Centre

6 Darley Street, Forestville

On-site parking available.

Mackie Lane Community Garden

Mackie Lane (off Lang St), Mosman

Parking is available in Lang Street. A short walk from Spit Junction along Military Rd.

Mosman Art Annex

Ste 2, Lvl 1, 696 Military Rd, Mosman

Parking is available at Bridgepoint Parking Station, Vista Street Car Park or Mosman Square Carpark. **Stairs - no lift access.**

Mosman Bowling Club

15 Belmont Road, Mosman

Between the Primary School & Scots Kirk.

Mosman High School

Gladstone Ave entrance, Mosman

There is limited parking available in the school grounds. Local carparks available. College staff are on the premises during all classes to guide you to your rooms.

Wheelchair access is available. Ask for assistance.

Mosman Public School Hall

Belmont Rd, Mosman

Next to the Primary School in Belmont Road. There is parking outside the hall.

Mosman Swim Centre

90 Vista St, Mosman

Parking available next door in Vista Street.

Narrabeen Annex

1525 Pittwater Road, Nth Narrabeen

Limited parking available in northern end of main carpark - spaces line marked in pink only. Parking also available in Lake Park Road and car park opposite the College.

Short Courses Enrolment Form (Pages 8 to 14)

This form is for short courses only. For Accredited/funded courses please contact the college.

FIRST NAME: LAST NAME: DATE OF BIRTH: / /

ADDRESS: SUBURB:

POSTCODE: MOBILE: HOME PHONE:

EMAIL:

SENIORS CARD/PENSIONER NO:

Course Details:

COURSE 1 NAME: <input type="text"/>	START DATE: <input type="text"/>
	TIME: <input type="text"/>
	VENUE: <input type="text"/>
COURSE 2 NAME: <input type="text"/>	START DATE: <input type="text"/>
	TIME: <input type="text"/>
	VENUE: <input type="text"/>
COURSE 3 NAME: <input type="text"/>	START DATE: <input type="text"/>
	TIME: <input type="text"/>
	VENUE: <input type="text"/>

Payment Details:

COST 1: \$

COST 2: \$

COST 3: \$

TOTAL: \$

For Terms & Conditions please go to our website: www.nbcc.nsw.edu.au or call: **9970 1000**.

Credit Card Details: Visa Mastercard

Cardholder's Name:

Credit Card Number

/

Expiry Date CVV

Cardholder's Signature:

ENROLMENT OPTIONS:

Online: www.nbcc.nsw.edu.au

Phone: **9970 1000**

Cheques to: Northern Beaches Community College

In person: 1525 Pittwater Road, North Narrabeen

Please post form to: NBCC Reply Paid, PO Box 1966, DEE WHY NSW 2099 (no stamp required)

Accredited Courses . Human Resources . Leadership & Management .
Community Services . Individual Support . Health Services Assistance
. Allied Health Assistance . Early Childhood Education & Care . Business
. New Small Business . Accounting & Bookkeeping . Tech Savvy for Small
Business . Funded Training . Tech Savvy Seniors . Computers for Over 60s
. Microsoft Office . Office Skills . Social Media . Website & Graphic Design
. Email Marketing . Apple Macs . Drawing & Painting . Crafts & Fashion .
Photography . Dance, Music & Singing . Interior Design . French . German .
Mandarin . Italian . Japanese . Spanish . Workskills & Money Matters . First Aid
. Hospitality . Life Skills . Health & Fitness . Body, Mind & Soul . Writing Skills

ACCREDITED TRAINING

Complete a Nationally Recognised Certificate/Diploma qualification from a range of courses offered at Northern Beaches Community College. Take a look inside for more information.

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RTO ID 90113