Apply online today

Including 740 FREE or part-funded places (See Inside)

Online & Blended Learning

Join us for our Information Evening
Wednesday 4 September 2019
5.30pm to 8.30pm

The Faculty of Continuing, Professional, Online and Distance Learning

Athlone Institute of Technology
Evening & Flexible Learning
Prospectus 2019/20
The Faculty of Continuing, Professional, Online and Distance Learning

Delivered through the Department of Lifelong Learning

Your Individual, Corporate and Community Learning Partner

Understanding and delivering your skill requirements now and for the workplace of the future.

All programmes included in this prospectus can be delivered or customised in a flexible manner to suit your learning requirements. We can deliver accredited learning or bespoke learning to your organisation and/or your community online, in AIT or in your organisation/community at a time that will suit your needs.

If you are interested in such options, please contact the Department of Lifelong Learning to arrange an appointment to discuss your requirements.

We are “Your Individual, Corporate and Community Learning Partner”.
Courses

Welcome from the President

Welcome from the Dean of Faculty of Continuing, Professional, Online and Distance Learning

Welcome from the Head of Department of Lifelong Learning

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# Courses

## APPLIED LEARNING

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<tr>
<td>Become Assertive and Improve your Self-Esteem</td>
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<td>Creative Writing</td>
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</tr>
<tr>
<td>Fundamentals of Sports Science &amp; Exercise Science - Single Subject (Online)</td>
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## BUSINESS ACCOUNTING AND LAW

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<tr>
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<tbody>
<tr>
<td>Certificate in Project Management</td>
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<tr>
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<td>33</td>
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<td>Bachelor of Business (Hons)</td>
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<tr>
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<tr>
<td>ATI Accounting Technician</td>
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## DESIGN, DIGITAL MEDIA & COMPUTING

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<thead>
<tr>
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<tbody>
<tr>
<td>Adobe Photoshop</td>
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### SOCIAL SCIENCES, HUMANITIES AND LANGUAGES

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<tr>
<td>Bachelor of Arts (Hons) in Early Years Care and Education (Online)</td>
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<tr>
<td>Bachelor of Arts in Applied Social Care</td>
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<tr>
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<tr>
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### SCIENCE, QUALITY AND HEALTH AND SAFETY

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<tr>
<th>Program</th>
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### CULINARY ARTS

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<tbody>
<tr>
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<tr>
<td>Postgraduate Diploma in Teaching, Learning and Assessment</td>
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<tr>
<td>Master of Arts / Postgraduate Diploma in Advanced Social Care Practice</td>
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### Springboard+/ICT Skills

Free or part-funded programmes for the employed and unemployed

<table>
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<tr>
<td>An Introduction to Augmented &amp; Virtual Reality</td>
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<td>An Introduction to Data Analysis and Visualisation</td>
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<tr>
<td>An Introduction to Networks and Configurations</td>
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<tr>
<td>Bachelor of Arts in Culinary Arts (consortium)</td>
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<tr>
<td>Certificate in Culinary Skills</td>
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<tr>
<td>Certificate in Food and Beverage Operations (consortium)</td>
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<tr>
<td>Bachelor of Science in Quality and Lean Management</td>
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<tr>
<td>Certificate in Applied Laboratory Science</td>
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<td>Certificate in Bio-pharma and Med-Technology</td>
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<tr>
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<tr>
<td>Higher Diploma in BIM for Civil Engineering and Construction</td>
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<td>Higher Diploma in Data Analytics</td>
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<tr>
<td>Higher Diploma in Leadership</td>
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<tr>
<td>Higher Diploma in Science in Computing (Two Year part time)</td>
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<tr>
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<td>113</td>
</tr>
<tr>
<td>SPA Construction Management</td>
<td>8</td>
<td>114</td>
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</tbody>
</table>

**Note:** Springboard+/ICT Skills programmes are free at level 6 and only require 10% fee for level 7, level 8 and level 9. These programmes are free to all those on certain DEASP payments. See eligibility criteria p.88.
In today’s globalised economy, the emergence and proliferation of new technologies and opportunities is changing skill requirements and mandating that employees upskill to remain competitive. Lifelong learning is essential to being considered ‘job-fit’ in the modern workforce and as such employees must be supported with additional training and educational opportunities throughout their career.

As an institute, we are committed to supporting in this endeavour and offer an extensive range of flexible and innovative learning routes designed to work around career and familial commitments. We understand the importance of lifelong learning in facilitating the continued growth and development of the Irish workforce, helping future-proof career prospects by keeping learners’ skills and knowledge up-to-date, which in turn boosts professional credibility and employability.

Building upon last year’s Springboard+ success, we are offering 742 places to prospective learners looking to upskill, change career or return to employment. Our brand new suite of programmes will furnish learners with the skills and competencies necessary to begin or advance their career in a wide array of sectors and enhance future career prospects.

Each nationally-accredited, flexible programme has been designed in response to the current and future needs of industry in the Midlands and presents a unique opportunity for learners to avail of free or heavily subsidised upskilling or reskilling. These programmes, which traditionally were only available to the unemployed, are now also open to the employed and those considering returning to employment after a prolonged period of absence, such as homemakers.

As the sole higher education institute in the Midlands, we are uniquely positioned to meet the current and future skills needs of industry and play an integral role supplying a talent pipeline of highly skilled, flexible workers - ultimately ensuring the continued growth and success of the region.

Beir bua.

Professor Ciarán Ó Catháin
President
As the demand grows for how we deliver programmes, as represented through how our learners have changed, so have we in AIT. In September 2019, we made a structural change within the Institute by establishing a new Faculty, the Faculty of Continuing, Professional, Online and Distance Learning. Its objective is to focus on the learning delivery channels available now and the potential channels of the future, channels that are making learning more flexible for you the learner.

In doing this the Institute seeks to ensure that all of our programmes across the Institute can be delivered in a flexible manner – part-time, online or through a blended format, across both accredited and non-accredited learning requirements, and in a manner that meets you, the learner’s needs.

Within this new structure, our flexible programmes will be delivered through the Department of Lifelong Learning. This year you will notice that the Department is delivering a significant proportion of our programmes in a flexible, online and blended learning format.

The Faculty is also focussed on delivering programmes that meet the current skill and future skills requirements of our midlands region. This is achieved through a collaborative and partnership approach with industry and other stakeholders. Already this approach has culminated in 742 free or part-time programmes being made available to you this September through the Springboard +ICT Skills Initiative. A significant win for both the Institute and you the learner!

Finally, in developing this structure I am delighted to welcome Mr Seadna Ryan as the new Head of the Department of Lifelong Learning. Seadna has worked with the part-time adult learner as a lecturer and mentor for the past decade and brings to the post a wealth of knowledge on learning approaches that lead part time learners to being successful, irrespective of their academic background and field of study. I wish Seadna well in his new role.

Dr Michael Tobin
Dean of Faculty of Continuing, Professional Online and Distance Learning
Welcome from the Head of Department of Lifelong Learning

I would like to welcome you to the 2019-2020 Department of Lifelong Learning Evening and Flexible Learning Prospectus.

The prospectus offers you an opportunity to continue your learning journey with a range of excellent part-time and flexible academic programmes across levels 6-9 (NFQ). Our suite of part-time courses covers a broad range of subject areas and is designed with your convenience and flexibility in mind. You can balance work and other commitments and study at a pace that suits you. Teaching will be delivered on campus, in the traditional classroom setting, online or a combination of both through the blended learning approach.

During the 2019-2020 academic year AIT is also offering a broad range of programmes that are supported by the Springboard+ Initiative. There are 742 places, free or part funded, available on these programmes and are available to both employed and unemployed people. These programmes will be available in AIT and selected programmes will be available in our outreach centres in the Midlands region. The programmes are industry focussed and will assist participants in developing new skills and knowledge required for the modern workplace.

Our priority in the Department is to give you the best opportunity to access high quality third level education and to support you throughout your learning journey. I do hope that you will find a programme which will interest you. Registration is now open for all programmes, so why not drop into the Department of Lifelong Learning Office where we will gladly assist you or you can register online on www.ait.ie

Finally, if by September you have not chosen your programme, please come and meet us on Wednesday 4th September at 5.30pm at our Information and Registration evening.

Looking forward to meeting you in September.

Seadna Ryan
Head of Department of Lifelong Learning
Department of Lifelong Learning

Faculty of Continuing, Professional, Distance and Online Learning.
**AIT – Centre of Academic Excellence**

AIT’s vision is to become a Technological University distinguished by outstanding learner experience and distinctive regional contribution, while maintaining our global orientation. We are the only HEI in the Midlands and make a significant contribution to the social, cultural, and economic developments of the region. Critically, the relationship between the ambition of AIT and the success of Industry in the region is to the forefront of our priorities and our academic provision. AIT has a strategic vision to continue to build academic and research capacity and scale as a key strategic endeavour.

The connectivity between teaching and research is very important for the future direction of our institute’s strategic vision. We recognise the bi-directional relationship between teaching and research as being of significant importance. As an institute we are committed to ensuring that our academic provision is contemporary, relevant and that this provision supports research informed practice and sustained disciplined expertise. AIT is not only committed to delivering contemporary understandings, but also the creation of knowledge.

We are striving forward to develop effective diversified career frameworks that create rich opportunities for mobility of excellent academics and researchers, in collaboration with external academic partners and with enterprise, which will provide a strong talent pipeline to meet our institutional mission, capacities and strengths which is essential to the next evolution of our institute on the changing HEI landscape.

The research that we are involved in is not just a driver of change but it is embedded into the core of our teaching and learning which benefits not just future generations but our current students who are shaping their future with us.

**AIT’s Four Faculties & Core Discipline Areas**

AIT has four faculties that offers more than 200+ undergraduate and postgraduate programmes on a full and part time basis from Level 6 Higher Certificate through to Level 10 PhDs, delivered by a team of experienced staff who are leaders in their field of expertise, across the Faculties of Business & Hospitality, Engineering & Informatics, Science & Health and Continuing, Professional, Distance & Online Learning.

The Faculty of Continuing, Professional, Online and Distance Learning provides the adult learner with flexible and innovative learning routes, enabling the learner achieve a third level qualification. The programmes range from third level academic programmes, professional institute courses through to applied learning courses across key discipline areas of business, accounting and law, design, digital media and computing, social sciences, humanities and languages, science, quality, health and safety and key areas that meet the needs of industry in the midlands region, nationally and internationally.

The Faculty of Science & Health delivers programmes across core areas of discipline ranging from life and physical science, sport and health sciences, social sciences and nursing and healthcare. The range of modern and contemporary programmes reflects the current needs required to feed regional industry and national skills shortages in areas of high growth.

The Faculty of Business & Hospitality courses are focused on the core strength areas of business, accounting, management, law, hospitality, tourism, leisure, business computing and data analytics. They offer the opportunity to acquire knowledge, develop skills and cultivate attitudes, which will help students to fulfill their potential and maximise their career prospects.

The Faculty of Engineering & Informatics programmes are designed to meet the requirements of specific employers, enabling their graduates to be sought after employees with real practical experience gained through placement and live projects in industry. The innovative provision within the faculty ranges from civil engineering and trades, electronics and informatics through to polymer, mechanical and design.
Our programmes are divided into three main groups;

1) Third Level Academic Programmes (Classroom-based, Online/Blended)
The Department of Lifelong Learning delivers programmes at National Framework of Qualifications (NFQ) Level 6; Level 7; Level 8 and Level 9. Each level and programme has its own entry requirements. These are clearly identified throughout the prospectus for each programme. If you are unsure of the most appropriate level for you, please contact the Department of Lifelong Learning.

2) Professional Institute Programmes (Classroom-based, Online/Blended)
The Department of Lifelong Learning delivers some programmes in conjunction with professional bodies, such as Accounting Technicians Ireland. The relevant professional body dictates the syllabus to be taught by AIT. In some cases students have to register with and pay registration/examination fees to the relevant professional body as well as register with and pay tuition fees to AIT. This is detailed in the relevant programme details in this prospectus. The examinations for these programmes are set and managed by the relevant professional body, but generally the examinations take place in AIT or in the surrounding area. Each programme is identified in the prospectus.

3) Applied Learning Courses (Classroom-based)
Generally these courses take place one evening per week over a period of 8-12 weeks. Participants will learn new skills in the relevant area, but the focus of these courses is on the enjoyment of the learning. Participants who attend more than 75% of the scheduled classes will receive an Institute Certificate of Attendance. Examples of these courses are Web Design and Creative Writing. Each course is identified in the prospectus. No formal assessment or award is associated with these courses.
Work/Clinical Placements

Placements are a common (and sometimes mandatory) feature of many of our educational programmes. These work experience opportunities provide you with academic and employment benefits not possible in an exclusively college environment. As well as offering exposure to current work practices in industry, industrial placements provide a means by which you can practice the skills and apply the knowledge you have acquired in college, as well as undertake structured research within a teamwork situation. Industrial placement requirements are detailed within the particular programme information.

Garda Vetting Requirements

A number of academic programmes offered by the Department of Lifelong Learning require students to undertake placements that will bring them into contact with children or vulnerable adults, and in which they may assume positions of trust.

To ensure the protection of the public and to justify public trust and confidence, the Department of Lifelong Learning is committed to ensuring that only suitable candidates are allowed to undertake these programmes. All students should be aware that some programmes are subject to successful completion of work placement. In order to commence work placement, each student will be responsible for providing information to the Institute of their suitability for such programmes.

This will include obtaining Garda Vetting and may include medical assessment and provision of personal references relating to suitability for placement. Failure to meet Institute requirements in this regard may make completion of the programme impossible and thus students would be unable to obtain an award. Students are advised that obtaining relevant approval for placement can take up to 6 months, and so students contemplating advanced entry to relevant programmes may need to consider this matter prior to attending the programmes offered by the Department of Lifelong Learning.

The current legal minimum age for sole application for Garda Vetting is 18 years of age. In the event of an applicant being between 16 and 18 years of age, written consent is also required from a parent or guardian. Garda Vetting requires information on all previous residences to be provided. Students who have resided outside the Republic of Ireland are advised that details of all such residences with accurate dates of residence will be required for the Garda Vetting process.

The Ladder System

The ladder system, also referred to as add-on, describes where you can progress from one qualification to a higher-level award. For example, if you obtain a Higher Certificate (Level 6), you may progress to an ‘add-on’ ordinary Bachelor’s degree (Level 7) and subsequently to an honours Bachelor’s degree (Level 8). The levels refer to the standing of the award on the National Framework of Qualifications. For further details visit www.qqi.ie.

The ladder system gives you considerable flexibility to sample a discipline for two years, to change direction in your studies, to take time out between qualifications to work and to move between one institution and another as you climb the ladder.

Ab Initio

The alternative path toward obtaining a qualification is known as ab initio. This is the Latin for ‘from the beginning’. It describes programmes which allow you to progress directly to award stage. For example, if you undertake an ab initio (honours) Bachelor’s degree, you receive that qualification on successful completion of the relevant four-year programme. You do not receive separate awards at level 6 or 7.

Many of the programmes are offered through a number of different modes: Full-time, Part-time, Day-release and ACCS. The Institute’s programmes are also recognised by a number of professional bodies for the purposes of exemptions.
Throughout this prospectus you will see minimum academic entry requirements relating to the Irish Leaving Certificate - particularly relevant to those under 23 years of age.

Below is a grades comparison table as a result of recent changes in results format and relevant to those who did the Leaving Certificate prior to 2017.

<table>
<thead>
<tr>
<th>(PRE-2017) LEAVING CERTIFICATE GRADING SCALE</th>
<th>NEW LEAVING CERTIFICATE GRADING SCALE</th>
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<tbody>
<tr>
<td>A1</td>
<td>H1/01</td>
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<tr>
<td>A2</td>
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<td>B1</td>
<td>H3/03</td>
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<td>B2</td>
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<tr>
<td>B3</td>
<td>H3/03</td>
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<tr>
<td>C1</td>
<td>H4/04</td>
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<tr>
<td>C2</td>
<td>H4/04</td>
</tr>
<tr>
<td>C3</td>
<td>H5/05</td>
</tr>
<tr>
<td>D1</td>
<td>H5/05</td>
</tr>
<tr>
<td>D2</td>
<td>H6/06</td>
</tr>
<tr>
<td>D3</td>
<td>H6/06</td>
</tr>
</tbody>
</table>

Remember if you are 23 years of age or over you are classified as a ‘Mature Student’ and are automatically eligible for most
Student Induction

Welcoming you to AIT
Saturday 21 September 2019

All new Lifelong Learning students to the Institute on academic programmes must attend this Induction session for the academic year 2019/2020. The Induction will take place on Saturday 21 September 2019 from 9.30am to 5.00pm.

What will happen on Induction Day?

On arrival students will attend a lecture where the Institute’s operating system is explained. 
Topics covered are:
• An overview of Athlone Institute of Technology
• An overview of the Department of Lifelong Learning including supports and services
• The AIT Virtual Learning Environment (Moodle) which is a component of our blended learning platform and can be accessed from home
• An overview of the AIT Library and how to access the library off-campus
• Institute rules and regulations
• Examinations
• Illness while studying
• Late submissions
• Repeat examinations
• TURNITIN – A software system used to support students in avoiding plagiarism
• Email – accessing, setting-up AIT student e-mail and security
• One Drive - free online storage for students

Additionally, in the morning students will receive their student ID cards, and they are required (with support) to log into the various IT services of the college, ensuring that all can access the AIT system of learning off-campus following this.

In the afternoon, some students will be broken into their various class groups. Topics to be covered in each group are:
• Learning styles, your learning style and how to optimise your style to your advantage
• Time management and how to manage your learning time
• Study skills – factors to consider as you study
• Academic writing
• Introduction to your programme
Free Career Workshops for all registered Lifelong Learning students

Gain the tools and discover the resources to:

- Understand different ways to think about career development, depending on your needs and interests,
- Set short and long-term career goals,
- Develop a career plan,
- Explore career options,
- Initiate career coaching conversations with your supervisor.

The Department of Lifelong Learning will run one day career workshops covering the following topics.

- How to make your job campaign effective,
- The key to a successful application, cover letter and CV,
- Who gets the interview? How to make sure you stand out from the competition,
- Top ten tips for interviews,
- Using Social Media in your job search. Ten tips for making the most of Linkedin,
- Career Options. What can I do with my degree? Checklist: what job would suit me?

The workshops will run from 9.30am-1.00pm and 1.30pm-4.30pm on the following Saturdays

- 19th October 2019
- 16th November 2019
- 22nd February 2020
- 21st March 2020

Register Now:
Register in the Department of Lifelong Learning Office from 5.00pm-8.00pm Monday to Thursday. Upon registration students are required to pay a €5 deposit. This will be refunded on the day of the class to students who attend, otherwise it will be donated to charity.
How to Register / Apply

Depending on which programme you choose, you can apply online at www.ait.ie or by using the application form at the end of this book. On each programme in this prospectus you will find an icon denoting which way to apply.

For assistance with this please contact us on 090 6483050 or email lifelonglearning@ait.ie and we will guide you through this process.

An information and registration evening will take place at the Institute from 5.30pm to 8.30pm on Wednesday 4 September 2019.

Institute staff will be available on this evening to provide additional information on programmes, answer queries and to offer guidance and assistance. However be aware that we invite you to contact us anytime during the year for guidance and advice.

Alternatively, students may forward a completed application/registration form (see back of this prospectus), including the appropriate fee, to the Department of Lifelong Learning. Please note that postal applications and enquiries are welcome by the Department from 1 June to 18 September 2019. Early registration is advisable, as the number of places on many programmes are limited. Applications will be dealt with in order of receipt either by post, in person or online.

Closing date for applications is 4.00pm Wednesday 18 September 2019
Programme Fees

All programme fees are stated in the relevant programme details in this prospectus. Except where stated programme fees cover the cost of tuition only and refer to the programme or academic year as appropriate.

Some programmes require students to pay additional registration/examination fees separately (and in some cases directly) to the accrediting professional body. This is noted in the programmes details in this prospectus. It is the responsibility of each student to ensure that such fees are paid on time. The Department of Lifelong Learning cannot be held responsible in instances where this does not occur.

Payment Plan Option

We encourage all students to pay their programme fee in full on registration, however in some cases we recognise that this may not be possible. To accommodate this we have introduced a structured payment plan option that is only available on programmes where the programme fee exceeds €1000. The structured payment plan is as follows:

Payment One
Deposit of €550 on application

Payment Two
8 November 2019 €600
(or balance of fees if less than €600 outstanding)

Payment Three
17 January 2020 €600
(or balance of fees if less than €600 outstanding)

Payment Four
6 March 2020 €600
(or balance of fees if less or more than €600 outstanding)

In order to avail of the structured payment plan option, applicants must complete and sign the relevant part of the application form and return to the Department of Lifelong Learning with the deposit of €550. Students may make earlier payments, and may pay more than the required amount by each date if they so wish.

Students who do not adhere to the structured payment plan option, (for example do not pay the required amount by the required date) may have their student services revoked, may not be allowed attend further classes or attend examinations until their account is back in good financial standing. Students will not receive notification of any results or transcripts if they have fees outstanding.

For further details on the payment plan and to discuss your eligibility please contact us.
Free skills classes to support your learning

Basic Computer Skills Class
Free basic computer skills class for all registered students with the Department of Lifelong Learning. This class will allow you to become familiar with computers and computer applications. It is being offered to ensure that all students feel comfortable with their IT environment.

Outcomes – by the end of the class you should be able to:
• Navigate around the PC & application
• Use Microsoft office including Word, PowerPoint and Excel
• Create folders
• Save to the computer and external sources
• Copy and paste including shortcuts.
• Play videos and understand software requirements
• Navigate through Google Chrome and Internet Explorer
• Create notes from different sources
• Open PDF
• Email - setting up an email account, composing, attaching a file and inserting information.
• Download and upload files

Academic Writing Classes
Free academic writing class for all registered students with the Department of Lifelong Learning to assist you in improving your writing skills in completing assignments, essays and projects.

Topics Covered:
Planning to Write
• Making sense of the assignment brief
• Planning your writing using mind maps
• Time management

Writing Better Sentences and Paragraphs
• Paragraph structure
• Organisation of text

Paraphrasing and Citations
• Avoiding plagiarism
• Using reporting verbs
• Combining sources in a text

Scheduled Saturdays for 2019/20 are: 28 September, 19 October, 16 November 2019. 8 February 7, March and 4 April 2020.

Each class is three and a half hours in duration Academic Writing Class from 9.30am to 1.00pm. Basic Computer Skills Class from 1.30pm to 5.00pm. Note: Students only need to attend one session of each class.

Register Now:
Register in the Department of Lifelong Learning Office from 5.00pm-8.00pm Monday to Thursday. Upon registration students are required to pay a €5 deposit. This will be refunded on the day of the class to students who attend, otherwise it will be donated to charity.

Book early as places are limited. Classes may be cancelled if we receive insufficient registrations.
The library at AIT is a modern, engaging, comfortable space for studying, researching and learning. Recently fully refurbished, it is open all year except for public holidays and can help you find, evaluate and use information effectively and ethically.

The library offers access to print and electronic information. It is available for study, borrowing, returning library material, accessing computers and electronic resources. Printing/photocopying facilities are available during opening hours. You may also bring your own laptop and connect to the college WiFi. 32 PCs are available for booking up to 4 hours per student per day. A number of group study rooms, where student teams can work together in a comfortable and quiet environment can be reserved in advance.

Access to online information and electronic resources, including 72,000 electronic journals, 80,000 e-books as well as past examination papers is available on and off campus 24/7 through the library's website https://library.ait.ie/

The library also has a team of subject librarians to help develop students’ information and research skills and to improve their ability to find the variety of resources relevant to their assignments. Skills covered include: identifying information needs and learning how to find, evaluate and effectively use the information across a range of sources and technologies.

**MOODLE at AIT**

Athlone Institute of Technology uses the Virtual Learning Environment (VLE), Moodle. Moodle is a learning management system that is engineered to meet the needs of students.

When you register on an accredited programme with the Department of Lifelong Learning, you will be issued with log on details, and instructions on how to access your course Moodle page. There you will have access to electronic learning materials (such as lecture notes, links to useful websites, videos) as well as learning activities. You will also have access to the relevant documentation for your programme, such as your course manual, placement documents if relevant, etc.
Student Testimonials

Name: Joseph Bennett  
Programme: BA (Hons) in Business, Social Enterprise, Leadership & Management

The Department of Lifelong Learning at Athlone Institute of Technology has given me the confidence and academic ability to pursue and progress both my career and passion for learning in a safe and nurturing environment.

The ability to study part-time at their main campus in Athlone and at their many off site campus facilities in the local community allowed me to fit my studies around my work commitments. The Department’s professional staff always ready to help and guide you in fulfilling your ambitions and dreams. Take a chance with Athlone IT and see where lifelong learning takes you.

Name: Ita Kenny  
Programme: BSc in Environmental, Health and Safety Management

I started studying part-time in AIT in 2014 on the BSc in Environmental, Health and Safety Management. I am currently completing the MSc part-time where I have been given the opportunity to meet some great AIT staff and have made friends for life. The small class sizes coupled with how receptive the lecturers are in sharing their seemingly unquantifiable knowledge was no doubt an essential component of the success of my college life to date.

As a part-time student in AIT I found the individual basis in which the lecturers approached classes made learning much easier for me. My experience as a mature part-time student in AIT has been very positive and has also benefited me in my career.

Name: Clare Carberry  
Programme: Bachelor of Business

Studying at AIT has done so much for me both personally and professionally. I have gained confidence and a realisation that I am capable of so much. I chose to study for a business degree as it covers a wide range of topics and this has given me a greater understanding of what working in the business industry involves. The lecturers are all very approachable, helpful and understanding of the fact that most students who are studying part-time also have jobs and families to juggle. The guys in the Lifelong Department have been a great support and encouragement throughout the course.
“The staff were so friendly and helpful”
ISSE Survey 2017

**APPLIED LEARNING**
Become Assertive and Improve your Self-Esteem 22
Creative Writing 23

**SPORTS**
Fundamentals of Sports & Exercise Science - Single Subject (Online) 24
Sports Nutrition - Single Subject (Online) 25
Certificate in Sports Psychology (Online) 26

**COMMUNITY ENGAGEMENT AND SUPPORT**
Certificate in Volunteering 27
Aim of Course
The aim of this course is to provide you with skills that will assist you to become more assertive in your daily life, including confidence development and building self-esteem. This course is about acknowledging your abilities, accepting your potential and informing you on how to realise such potential. This course will also attempt to assist those who are seeking to move jobs to be more organised, planned and assertive, as they engage with the interview process, career change or return to education.

Course Content
• What is being assertive?
• Links with assertiveness, self-confidence and self-esteem
• Building your self-esteem and self-worth
• Managing change
• How to make decisions with confidence
• Dealing with fears and challenges
• Letting go of the past
• Personal Development Planning
• Career Coaching
• Application preparation
• Education coaching
• Self-Motivation

Intended for
This course would be very beneficial for those needing to build confidence and self-esteem as they seek to obtain new careers or further their existing careers.

Application form is at the back of this book

Delivery
€100

Commencing
6.00pm, Tuesday 24 September 2019

Duration
5 weeks, Tuesday 6.00pm to 8.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
**Aim of Course**

To provide students with the tools on how to write, why to write, what to write about and how to get it published. Most budding writers often find they are burning to tell a story, but don’t know how/where to start. This course will begin with a blank page and teach each student to successfully write fiction, screenplays, drama, poetry, journalism and how to understand the publishing world.

Each participant will leave with the necessary skills to enter the writing industry with confidence. This will include advice on where to send your work, as well as ways to self-produce your work. An end of course assignment will also ensure each participant finishes with a publishable piece of writing to present to potential agents/publishers.

**Course Content**

- Writing Techniques.
- The Art of Fiction
- Journalism
- Screenwriting
- Drama
- Poetry
- Publishing industry

**Intended for**

It is particularly suited for beginners and those who need a channel to express themselves creatively. No experience is required as the course will begin with the basics of writing and gradually move through the different stages towards publishing success. It will be an enjoyable, stress free course with one assignment at the end. It will also help those writers working in isolation and looking for a constructive environment to share and develop their work.

**Application form is at the back of this book**
**Aim of Programme**
This course introduces the students to the discipline of Sports Science and its role in health, exercise and sporting performance.

**Programme Content**
- Introduction to Sports Science
- Components of fitness for health and sport
- Aerobic endurance
- Anaerobic capacity
- Local muscular endurance
- Strength
- Power
- Speed
- Agility and Flexibility
- Principles of training
- Principle of periodisation
- Needs analysis, goal setting and programme design
- Basic exercise physiology
- Anthropometric testing / body composition
- Field based athlete testing and interpretation

**Minimum Entry Requirements**
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

**Progression**
This is a standalone qualification however students are required to complete academic work and assessment in order to achieve the single subject certificate. As a graduate you will be exempt from the above module on the BSc (Hons) in Sports Science with Exercise Physiology delivered full-time at Athlone Institute of Technology.

**Induction**
Institute Induction for new students to AIT will take place on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

**Delivery**
€390

**Commencing**
7.00pm, Monday 23, September 2019, also offered in Semester 2 commencing Monday 13 January 2020

**Duration**
12 Weeks, Monday 7.00pm-9.00pm

**Enquiries**
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
This course examines the scientific principles of nutrition for enhancing the performance of athletes. It is designed to equip students with the knowledge and skills required to provide sound, scientific sports nutrition advice to a variety of athletes. The module focuses on assessing nutritional requirements of athletes from a variety of sporting backgrounds, as well as designing nutritional strategies to enhance performance and promote recovery in these athletes.

Programme Content
- Exercise, physiology, and metabolism
- Measuring nutritional status of athletes
- Assessment of athletic physique
- Energy requirements of athletes
- Weight loss and the athlete
- Making weight in support
- Preparation for competition
- Nutrition during exercise
- Nutrition for recovery
- Supplements
- Overtraining
- The female athlete
- The 24 hour athlete
- Nutritional analysis and technology

On successful completion of this module the learner will be able to: measure the nutritional status of an athlete and determine their energy requirements, conduct a physical assessment of an athlete’s body composition and critique a range of sports supplements and their appropriate use.

Minimum Entry Requirements:
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Progression
This is a standalone qualification, however students are required to complete academic work and assessment in order to achieve the single subject certificate. As a graduate you will be exempt from the above module on the BSc (Hons) in Sports Therapy with Rehabilitation delivered full time at the Institute.

Induction
Institute Induction for new students to AIT will take place on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Delivery
€390

Commencing
7.00pm, Monday 23 September 2019, also offered in Semester 2 commencing Monday 13 January 2020

Duration
12 Weeks, Monday 7.00pm-10.00pm, plus one Saturday

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Certificate in Sports Psychology

Aim of Programme
This programme aims to introduce students to the fundamentals of Psychology with an emphasis on Sport and Sports Psychology. It expands on the application of psychology to the understanding of health performance and the complexity of the relationship between physical and psychological well-being in a sporting environment.

On completion, graduates will have an appreciation of Sports Psychology and its relevance to the sports person and team environment. Development of communication skills also forms part of the programme.

Programme Content
- Introduction to psychology and sports psychology
- Psychology of learning
- Theories of personality
- Social psychology
- The role of the sports psychologist
- Psychology of the athlete
- Burnout
- Motivation
- Anxiety
- Group dynamics
- Social Identity
- Aggression
- Psychological skills training and Intervention Strategies

*Note. This programme has yet to be validated within the QQI framework. But it will be delivered on a professional basis until then with a Department of Lifelong Learning Certificate of Attendance.

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). or Any QQI level 5 qualification is acceptable.

Induction
Please note: Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

*Note: This programme has yet to be validated.

Delivery
€990

Commencing
6.00pm, Monday 23 September 2019

Duration
1 Year: 24 Weeks, Monday 6.00pm-10.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Certificate in Volunteering (Athlone and Tullamore)

Are you currently volunteering or interested in volunteering, this course will interest you?

Aim of Programme
This unique programme sets out to recognise and reward the great contribution so many are making in society through their efforts in a voluntary capacity. It also seeks to assist them through the creation of a common language and understanding of the dynamics of volunteerism. Participants must currently be engaged in volunteering to be eligible to attend as the assessment will be around your practice in that volunteering role. The minimum volunteering time required to pass the module is 40 hours or three or four hours per week over one semester.

Assessment is based on the student’s reflective report and presentation and not the outcome or impact of the volunteering activity.

Programme Content
The theory of volunteerism and the contribution of volunteerism to the benefit of society.

- The role of volunteering organisations (charities, sporting and other)
- Volunteerism-preparation, planning, project design and management in the volunteer domain
- Self-awareness, reflection and reflective practice
- Motivation, teams and teamwork.
- Social, political, ethical and legal considerations regarding volunteering
- Fundraising, legal and ethical management of funding raised
- Social Inequalities and power dynamic issues for host groups and communities
- Experiential learning as a volunteer, personal development, debriefing and professional boundaries
- Personal healthcare, self-care and security including personal time management and planning

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). or Any QQI level 5 qualification is acceptable.

Induction
Please note: Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Delivery
€95

Commencing
Monday 23 September 2019

Duration
10 Weeks: Monday 7.00pm - 9.00pm

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
AI.T Lecturer Profiles

Dr Michael Tobin
Dr Michael Tobin is Dean of Faculty of Continuing, Professional, Online and Distance Learning. He has previously been Head of Department of Lifelong Learning and Head of School of Business and Humanities, at the Institute of Technology Blanchardstown; Global Training Manager for Marrakech, a Financial Software Start-up; Consultancy Services Manager for Kindle Banking Systems, a Banking Software Company; a visiting lecturer with Manchester Business School; a Senior Lecturer with Dublin Business School, based in Ireland and Malaysia, visiting lecturer with Manchester Business School and an Assistant Lecturer/Researcher, at NUI Galway. Dr Tobin has worked in Ireland, The United Kingdom, Malaysia, Singapore, Colombia, Mexico, Jamaica, South Africa, India, Zimbabwe, and the United States of America. He gained an MA in Economics from NUIG and an EdD in Education from University of Sheffield. Michael’s research lies in the area of Higher Education – Economic efficiency, Strategic Management, Leadership, System Structure and Lifelong Learning. His Doctoral work was on Future Scenarios for Institutes of Technology in the Irish Higher Education System: A Strategic Foresight Study.

Karen Costello
Karen completed her Bachelor of Civil Law Degree in NUI Galway and thereafter obtained a LLM in European Law from UCD. Karen is a member of the Law Society and a practicing solicitor specialising in the areas of Conveyancing, Probate and Employment Law and has been lecturing in the AIT for the past three years in European Union Law, Company Law and Child Law.

Joan Mahon
Joan currently works as a HR Consultant, with over 20 years of direct experience in industry in a variety of HR and leadership positions. Joan has worked directly within SME’s, FDI’s and within the public service sectors, from start ups to delivering specific projects within organisation development, change management, and HR. Joan holds a Diploma in Strategic HR Management, Postgraduate Diploma’s in Organisational Development and Transformation, Leadership and Executive Coaching and holds a Masters in Business Practices.
“Everyone was so helpful and knowledgable”
ISSE Survey 2017

**BUSINESS & MANAGEMENT**
Certificate in Project Management  30
Certificate in Real Estate Administration (Online)  31
Higher Certificate in Business (Online)  32
Bachelor of Business  33
Bachelor of Business (Hons)  34
Masters in Management in Education (MAME)  35
Diploma in HR Practice  36
Diploma in HR Management  37

**LAW**
Certificate in Contract and Employment Law (Online)  38
Bachelor of Arts (Hons) in Law  39

**ACCOUNTING**
ATI Accounting Technician (Year 1 and Year 2)  40
Certificate in Fundamentals of Project Management

Aim of Programme
This certificate programme provides an overview of established project management methodologies, Waterfall (PMBok) and Agile, will also be provided. The programme provides the requisite project management education needed to apply for both the Certified Associate in Project Management (CAPM) and the Project Management Professional (PMP) certifications with the Project Management Institute (PMI).

Programme Content
- Organisational context: strategy, structure, and culture
- Project selection and portfolio management
- Leadership and the project manager
- Scope management
- Project team building, conflict, and negotiation
- Risk management
- Cost estimation and budgeting,
- Project scheduling: networks
  Duration estimation and critical path
- Project scheduling: lagging, crashing, and activity networks,
- Resource management
- Project closeout and termination

Delivery Method
This programme is delivered through a combination of classes and online weekly lectures (Blended learning). Students are required to attend five class based sessions in the Institute on the following Wednesdays from 7.00pm to 9.00pm.

- 25 September 2019
- 16 October 2019
- 27 November 2019
- 29 January 2020
- 4 March 2020

Online sessions will take place on the other Wednesdays weekly from 7.00pm to 9.00pm during term time.

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Programme Fee
€850

Duration
1 year: 24 weeks, Wednesday
7.00pm – 9.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
The objective of this programme is to give appropriate knowledge and competencies to individuals who are working in, or those intending to work in, Real Estate Offices, and are required to support the Real Estate Auctioneer and their clients in a professional and competent manner. The programme is available to all who have accessible internet access. Those who miss a lecture in any one evening will be able to access the lecture at a later date as all classes will be recorded and registered students will have access to all recordings.

Programme Content
- Economics, Project and Business Planning
- Professional Practice and Communications
- Marketing, Sales, Theory and Practice
- Customer Service, Business and Management
- Web Applications and Social Media Marketing
- The Regulatory Framework

Minimum Entry Requirements
Mature applicant, or Grade O6 at Ordinary Level in 5 subjects in the Leaving Certificate, or Any QQI Level 5 qualification.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Saturdays Dates (Year 1)
Semester 1 (2019): October 5, 19 / November 9, 23
Semester 2 (2020): February 1, 15, 29 / March 21

Programme Fee
€1,300 in two instalments

Commencing
7.00pm Tuesday 24 September 2019

Duration
1 year: 24 weeks, Tuesday and Thursday
7.00pm-9.00pm Online, Plus selected Saturdays

Enquiries
Genevieve Mc Guirk IPAV - Genevieve@ipav.ie
Tel: 01 678 5685
Higher Certificate in Business
(Part of Bachelor of Business Honours)

Aim of Programme
This programme delivers business knowledge and skills which form the basis for a career in industry, commerce or the public service. You will gain an understanding of the functional areas of business and of the factors which influence business success. On graduation, you should be able to use your knowledge and skills to solve technical and human problems in a business/commercial context. You will also learn how effective interpersonal relations at work contribute to the public image of an organisation and to its progress.

Programme Content

Year 1
- Financial Accounting A
- Computer Applications
- Economics
- Learning and Development for Higher Education
- Marketing
- Financial Accounting B
- Business Mathematics
- Business Management
- Insurance

Year 2
- IT and Computer Applications
- Management Accounting
- Operations and Supply Chain Management
- HR Management
- Marketing Management
- International Economics

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or any QQI level 5 qualification is acceptable.

Progression
Graduates are eligible to apply to join the part-time Bachelor of Business, Level 7 programme at AIT.

Saturdays (Year 1)
Semester 1 (2019): October 5, 19 / November 9, 23.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Programme Fee
€2,350 per annum

Commencing
Year 1 - 6.00pm Monday 23 September 2019
Year 2 - 6.00pm Monday 2 September 2019

Duration
2 Years: 24 weeks per annum, Monday and Wednesday, 7.00pm–9.00pm plus selected Saturdays

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
This programme aims to provide you with a deeper insight into the role and functions of a modern business enterprise and to prepare you for a variety of business-related career opportunities upon graduation.

The programme will:
• Provide students with both high-level knowledge related to how business organisations function and the factors which impact upon the success of an enterprise,
• Enable students to develop a critical understanding of the key competencies involved in successful business management,
• Enhance the students’ personal development and their capacity to undertake duties and responsibilities at the appropriate level in either a national or international context,
• Enable the students to develop the attitudes and skills required in today’s challenging business environment.

Programme Content (Over 18 months)
• Managerial Finance A
• Business Law
• Supply Chain Management
• Managerial Finance B
• Business Management and Enterprise Development
• Company Law
• International Marketing and Sales Management
• Market Research and Analysis
• Business Information Systems

Minimum Entry Requirements
Higher Certificate in Business or an approved equivalent Level 6 qualification

Induction
Institute Induction for students that are new to the Institute will take place on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
€2,350 Full academic year
€1,175 Half academic year
Total: €3,525

Commencing
6.00pm Monday 9 September 2019

Duration
18 months: 24 weeks per annum
Monday and Wednesday, 6.00pm–10.00pm

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
This programme aims to provide you with a deeper insight into the role and functions of a modern business enterprise and to prepare you for a variety of business-related career opportunities upon graduation. You will develop a conceptual, systematic and mature approach to the identification, analysis and solution of problems in business/ commercial/ service organisations. You will also acquire the knowledge and critical understanding of the interrelationships between the different functions within business management.

Programme Content
• Strategic Analysis,
• Strategic Marketing,
• Financial Management A,
• Systems and Project Management,
• Strategic Implementation,
• Financial Management B,
• Integrated Marketing Communications,
• Managing people and Organisational Change

Minimum Entry Requirements
Bachelor of Business Level 7 or an approved equivalent Level 7 qualification.

Application form is at the back of this book

Programme Fee
€2,350 Full year / €1,175 Half year
Total: €3,525

Duration
18 months: 24 weeks per annum Monday and Wednesday, 6.00pm – 10.00pm

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
The MAME is a practical programme for education professionals to develop their knowledge, skills and competencies in educational leadership and management. The MAME has been designed by educational leaders in Waterford Institute of Technology to reflect the key changes taking place in education practice and policy both nationally and internationally. In order to meet the continuing professional development needs of educational professionals across the spectrum of education. By connecting theory to practice, participants are encouraged to actively engage and work with like-minded professionals to enhance their learning experience. It is a part-time, flexible programme, delivered in blended mode, and designed to meet the needs of busy professionals.

Programme Structure
The programme comprises mandatory and elective modules:

Mandatory Modules
- Academic Enquiry
- Leadership and Management in Education
- Educational Leadership and Personal Development
- Education Research Methods
- Action Research in Education
- Education Research Project

Elective Modules (choose three)
- Education Law
- Educational Innovation & Entrepreneurship
- Financial Management
- Human Resource Management
- Independent Learning Project
- Information Technology
- Mentoring
- Public Relations in Education
- Strategic Planning and Development for Educators
- Sustainability in Education

Minimum Entry Requirements
An Honours Degree or equivalent and three years postgraduate experience. Applicants must have access to work in an educational organisation.

Further Information
Please contact, Dr Anne Graham Cagney, Programme Leader - agraham@wit.ie. Programme Administrator: Suzanne Ryan - T: 051 302225 E: sbryan@wit.ie

Programme Fee
€700 per 10 credit module
€1,400 per 20 credit module

Enquiries
Suzanne Ryan - sbryan@wit.ie
Tel: 051 302225

Closing Date
31 August 2019

How to Apply
Applications for this programme are made online by going to www.pac.ie Code WD548
Do you need additional skills and knowledge to deal more effectively with employees in your current or future roles?

Aim of Programme
The Diploma in HR Practice provides a unique opportunity to gain a combination of theory and practical skills in the core areas of HR. Whether you wish to focus on your existing HR career or gain skills that will be beneficial in a range of managerial/supervisory roles, this programme provides a route to enhance your career opportunities. If you already hold the CIPD Certificate in Personnel Practice you may be eligible to gain exemptions from certain modules within this programme. Please contact the Institute to discuss your individual case.

Programme Content
- Developing yourself as an effective HR practitioner
- Understanding organisations and the role of HR
- Resourcing Talent
- Recording
- Analysing and using HR information
- Employment Relations
- Performance and reward management
- Delivering learning and development activities
- Supporting change within organisations

In this course learners will develop a deeper understanding of the theory underpinning the core areas of HR.

Minimum Entry Requirements
Mature Student.

Programme Fee
€1,750 per annum. A registration fee of approx. €150 is also payable to CIPD.

Duration
1 Year: 28 weeks, Monday and Wednesday 7.00pm - 10.00pm and selected Saturday workshops

Enquiries
Alison Sheridan - asheridan@ait.ie
Tel: +353 (0)90 646 8261
Aim of Programme
Accredited by the Chartered Institute of Personnel and Development (CIPD) the Diploma in HR Management provides an opportunity to gain a deeper understanding of the theory underpinning the core areas of HR. Whether you wish to refocus your existing HR career or gain an understanding of key emerging topics in the area of HR, this course provides a route to enhancing your career opportunities.

Intended For
Staff within the human resources function who wish to deepen their knowledge of core areas within HR. Staff who require a range of HRM skills to perform more effectively in their existing roles.

Programme Content
- Developing Professional Practice
- Business Issues and the Contexts of Human Resources
- Using Information in Human Resources
- Managing and Coordinating the Human Resources Function
- Reward Management*
- Improving Organisational Performance*
- Employee Engagement*
- Contemporary Developments in Employment Relations*
- Employment Law*
- Developing Coaching and Mentoring within Organisations*

*Indicates optional units. In addition to the four core units a minimum of 4 units from the list of optional units above will be offered each academic year.

Minimum Entry Requirements
Mature Student.

Programme Fee
€2,100. A registration fee of approx. €150 is also payable to CIPD.

Commencing
7.00pm Tuesday 24 September 2019

Duration
1 Year: 28 weeks, Tuesday and Thursday 7.00pm - 10.00pm and selected Saturday workshops

Enquiries
Alison Sheridan - asheridan@ait.ie
Tel: +353 (0)90 646 8261
Aim of Programme
The main aim of the Certificate in Contract and Employment Law is to provide learners of all backgrounds with the opportunity to explore and develop their interest in Contract and Employment Law.

Programme Content
Contract Law
- Nature of Contracts in Common law jurisdictions
- Essential elements of a legally binding contract
- Consideration
- Capacity
- Contractual terms
- Express and implied terms – Sale of Goods Acts
- Exemption clauses
- Mitigating Factors
- Remedies for breach and non-performance
- Discharge

Employment Law
- Relevant legislation
- Nature of employment
- Essential elements of contracts of employment
- Recruitment
- Conditions of Employment
- Employment Equality
- Protective Legislation
- Health & Safety Legislation
- Consultation and Information
- Termination
- Industrial Relations

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

*This is a standalone qualification. However as a graduate you will be exempt from the above modules on the Bachelor of Arts (Hons) in Law delivered on a part-time basis at the institute.

Programme Fee
€ 1,250.

Duration
1 Year: 24 weeks, Monday 7.00pm – 9.00pm

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050

Applicants will have the opportunity to explore and develop their interest in Contract and Employment Law.
Aim of Programme
The programme is designed for those interested in Irish Law and legal studies who wish to develop their general knowledge of the basic concepts of Law.

Programme Content

Year 1
- Irish Legal Systems
- Legal Research/ Writing and IT
- Constitutional Law
- Contract Law
- Learning and Development for Higher Education

Year 2
- Tort Law
- Criminal Law
- Employment Law
- Administration Law

Year 3
- Land Law
- Equity Law
- Company Law
- European Law

Year 4
- Family Law
- Evidence Law
- Human Rights Law
- Jurisprudence

Exit Awards
Exit awards are only available after years two and three to those who leave the Institute and do not intend to complete their studies on this programme.

Minimum Entry Requirements
Mature applicant or Grade H5 in two subjects plus grade 06/H7 in four other subjects. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Progression
Graduates from the Honours Degree commonly choose to apply for postgraduate study at Blackhall Place in order to qualify as a solicitor, or, at the Kings Inn in order to qualify as a barrister. Upon successful completion graduates are exempt from the Law Society’s Preliminary examination. This degree is also approved by the Honorable Society of Kings Inns and graduates are eligible to sit the entrance examination to the Barrister at Law Degree Programme.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Programme Fee
€2,500 per annum.

Duration
4 Years: 24 weeks per annum, Monday and Wednesday, 7.00pm to 9.00pm online (plus scheduled Saturdays per semester, year 1 only)

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
Having a recognised accounting qualification demonstrates expertise, experience and knowledge in accounting. Accounting Technicians Ireland provides an accounting qualification that is recognised by industry as one of the leading accounting qualifications in Ireland.

Qualifying as an ATI Accounting Technician ensures that candidates are technically competent in all aspects of accounts support, testing their theoretical knowledge through a set of stringent examinations, and their ability to apply knowledge by assessing their practical experience.

Programme Content
Year One
- Financial Accounting I
- Taxation I
- Law & Ethics
- Business Management

Year Two
- Financial Accounting II
- Taxation II
- Management Accounting
- Integrated Accounting Systems

Work Experience
The Accounting Technicians Ireland qualification is made up of both study and work based learning components. To complete the study element, students must pass all their exams from both First Year and Second Year.

To complete the work based learning part, students must also gain two years relevant work experience. When both of these requirements have been fulfilled, the student will have completed the qualification and can graduate as a Full member of Accounting Technicians Ireland. Please see www.accountingtechniciansireland.ie for further details.

Programme Accreditation
This programme is accredited by Accounting Technicians Ireland. The Accounting Technicians Ireland qualification is divided into two parts, each of which is a qualification in its own right.

Certificate for Accounting Technicians (1 year)
The Certificate for Accounting Technicians (First Year) offers a progression pathway into the diploma for Accounting Technicians. Once you successfully complete the first year subjects, you will receive the certificate for Accounting Technicians award.

Programme Fee
Year 1: €1,980
Year 2: €1,940

Commencing
Year 1 & 2 – 6.45pm
Monday 23 September 2019

Duration
2 Years: 25 Weeks per annum Monday and Wednesday 6.45pm – 10.00pm, Plus scheduled Saturdays in Semester 2

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
**Diploma for Accounting Technicians (2 years)**

For the Diploma you are required to gain experiential learning through two years full time employment (or the equivalent part time). This could be relevant work experience from a previous job or voluntary activity for a group or society. The diploma qualification is awarded on successful completion of all 8 subjects and two years relevant work experience. The diploma for Accounting Technicians is fully approved as a Level 5 on the Qualifications and Credit Framework (QCF) in England, Wales and Northern Ireland. This equates to a Level 6 on the National Framework of Qualifications (NFQ) in the Republic of Ireland.

**Graduate Opportunities**

Accounting technicians are qualified accounting professionals who work at all levels of finance. They can work in all types of organisations and are widely employed throughout the public sector, industry and commerce and in private accountancy practices. They are involved in the day-to-day practical work of accountancy and play a key operational role in producing reliable financial information. Accounting technicians can perform a wide range of finance roles, from accounts staff to financial controller and beyond. For instance, they can do financial accounting and budgeting, costing and credit control, payroll administration and tax returns. More experienced accounting technicians may often perform senior managerial tasks and audits. Accounting technicians can work on their own or alongside professional accountants. In a small company, they may be the only qualified employee looking after the finance function, while in a larger company, they may be working as part of a team alongside accountants and administrative staff. While they are not accountants, they can perform many of the same functions and are qualified to take accounts up to trial balance.

**Minimum Entry Requirements**

Students over 21 years of age can apply to enrol as a student on the basis of your age rather than on your educational background. Students under 21 years of age must meet one of the following criteria: Leaving Certificate with five passes on Ordinary Level papers. (Passes to include O5 grade in English and either Mathematics or Accountancy). Leaving Certificate with four passes of which at least two are on Higher Level papers. (Passes to include O5 grade in English and either Mathematics or Accountancy). Students who are sitting the Applied Leaving Certificate should contact legri@AccountingTechniciansIreland.ie directly for advice regarding their eligibility.

**Post Leaving Certificate/Further Education entry route:**

Students under 21 who have successfully completed a nationally recognised qualification such as HETAC, FETAC (Level 5), QCA or a BTEC National Diploma holders may be eligible to enter.

**Induction**

Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Saturdays Dates (Year 1)**


**Examinations**

Exams are conducted by Accounting Technicians Ireland in summer (May) and autumn (August) of each year. All students must submit examination application forms directly to Accounting Technicians Ireland each year.
AIT Lecturer Profiles

Darren Doyle
Darren has been lecturing in AIT for over 5 years on many creative modules and programmes such as Adobe Photoshop, Web Development, E-commerce and Social Media. Darren is also Founder and Creative Director of Studio93 with more than 10 years of experience in online marketing and design. As Creative Director, Darren is involved in all creative processes at Studio93, often from start to finish. He is also the Lead Web Developer at Studio93. Additionally he heads social media marketing campaigns for clients so they can get the most out of their online marketing.

Brian Kelly
Brian has worked within the IT Department in Athlone Institute of Technology for 15 years. Brian has been lecturing in AIT for 2 years and holds a first class honours in both Bachelor of Business and Master in Accounting. Brian also holds a Certificate in Auctioneering and Estate Agency.

Nigel Flynn
Nigel has been lecturing in AIT for over 7 years, and holds a Bachelor of Engineering in Electronic Engineering from the University of Limerick. Previous to this Nigel worked in the semiconductor industry for 12 years as both a Maintenance Technician and as a Design Evaluation Engineer. He has also worked as a contract Maintenance Engineer for 4 years which afforded experience in a range of different industries, including the food industry.
Design, Digital Media and Computing

“The staff made me feel welcome and excited about going back into education”
ISSE Survey 2017

DESIGN
Adobe Photoshop 44
Web Design and Development 45

COMPUTING
Microsoft Office Specialist 46
CISCO Introduction to Networks (CCENT) 47
Learn the practical skills of using Adobe Photoshop with your graphic and photographic images.

Aim of Course
This course introduces digital imaging using Adobe Photoshop CS and is aimed at anyone wishing to acquire a thorough overview of the most important features of this powerful program for use in graphic and photographic design. Emphasis is placed on working through practical examples for both print and electronic image production. By the end of this course, you will be able to use Photoshop with confidence and produce professional images.

Course Content
- Basic Concepts
- Basic Techniques
- Composition Techniques
- Image Corrections
- Effects and Filters
- Working with Layers and Multiple Photos
- Production

Minimum Entry Requirements
Previous PC, Keyboard and windows/mac experience is essential.

Programme Fee
€200

Commencing
7.00pm Tuesday, 24 September 2019

Duration
8 weeks, Tuesday 7.00pm – 9.00pm

Enquiries
Email: lifelonglearning@ait.ie
Tel: 09064 83050
Aim of Course
The aim of this course is to introduce the student to the concepts of web design along with an introduction to graphic design and Flash animation. Users will gain proficiency in web design and development using industry standard software.

Course Content
- Introduction to Web Design
- Planning and Designing your Website
- Creating Web Pages using Forms, tables, templates an CSS
- Adding Content and Multimedia
- Creating Graphics
- Creating Flash Animations
- Publishing your site using FTP

Note: Students are required to develop web material outside of class.

Minimum Entry Requirements
Previous PC, Keyboard and windows/mac experience is essential.

Application form is at the back of this book
Microsoft Office Specialist (MOS Certificate)

Aim of Course
Microsoft Office Specialist certification gives job applicants and employees the advantage of proven productivity in a competitive market. It distinguishes users of Microsoft Office products as truly knowledgeable and are able to contribute to the overall level of organisational effectiveness.

Course Content
- Microsoft Word 2016
- Microsoft Excel 2016
- Microsoft PowerPoint 2016
- Microsoft Access 2016
- Microsoft Outlook 2016
- Microsoft Expert Word
- Excel 2016

Course delivery is through a blended learning approach of self-directed learning in a computer laboratory using Microsoft/CCI courseware, GMetrix practise software, e-learning (Moodle) and the Certiport exam software. Candidates are expected to spend a number of hours per week practicing outside of the course time. All software systems are available online for anytime/anywhere practice. Candidates are free to undertake as many modules as is practicable.

Certificate
All examinations are developed and reviewed by a team of experts who have extensive experience using Microsoft Office applications in diverse business and educational settings. The examinations are performance based, which means each is conducted within a live or simulated Microsoft Office program. Examination candidates are asked to perform a series of tasks within a project to clearly demonstrate their skills. A typical examination takes 50 minutes and examinees are measured on both knowledge and efficiency. Certification is available immediately online after the exam, upon passing. Certification exams are taken in an AIT computer laboratory under invigilation conditions and cannot be taken at home.

Intended for
This course is not suitable for beginners. Previous completion of an Introduction to PCs course/computer applications programme is ideal.

Programme Fee
€650

Commencing
6.30pm Wednesday 25 September 2019

Duration
1 year: 20 weeks, Wednesday 6.30pm to 9.30pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Course
The Cisco Certified Entry Networking Technician (CCENT) qualification validates the ability to install, operate and troubleshoot a small enterprise branch network, including basic network security. With a CCENT, a network professional demonstrates the skills required for entry-level network support positions – the starting point for many successful careers in networking. The curriculum covers networking fundamentals, initial router configuration, LAN switching and Ethernet basics, VLAN deployment, subnetting, configuration and integration of IPv6 addressing, DHCP, NAT and basic device access security concepts. CCENT is a standalone entry level qualification. It is recommended as a pre-requisite to study the various CCNA specialisations including CCNA Routing and Switching, which covers medium size enterprise branch networks with more complex connections.

The course is a blend of class-based theory and practicals with a significant amount of online self-study of the curriculum.

Access to broadband is necessary.

Assesment
Students will complete a mid-term and final assessment. This takes the form of two multiple choice online exams and two skills tests. In addition students will complete weekly assessments to check their understanding of each topic. Students are recommended to take the associated certification exam at a date of their choosing, generally over the summer after completion of the course, provided by VUE for a separate fee of approx. €125.

Progression
Having your CCENT means you have what it takes to manage a small, enterprise branch network. A CCENT is your first step toward CCNA certification and will help you stand out from the crowd in entry-level positions. Subject to the satisfactory completion of the above course or having a valid CCENT students may progress onto a Cisco CCNA Routing and Switching course.

Programme Fee
€850 (fee includes books, online programme access and network simulation software)

Commencing
7.00pm Wednesday 25 September 2019

Duration
1 year: 22 weeks, Wednesday 7.00pm – 10.00pm

Enquiries
Lifelong Learning - lifelonglearning@ait.ie
Tel: +353 (0)90 648 3050
Fiona Walshe

Fiona Walshe is a lecturer in the Humanities department and lectures in the area of Applied Social Studies, Disability Studies and Placement Preparation. Fiona has a Masters (research mode) from Athlone Institute of Technology and a BA (Hons) in Applied Social Studies in Social Care also from AIT. She has 10 years lecturing experience and worked in practice in a residential setting and advocacy prior to this. Fiona’s area of interest is professionalisation of social care and placements and is currently carrying out research in the area of Professionalisation and Registration of Social Care with Dublin Institute of Technology. She sits on the Placement Committee with IASCE and in AIT and has organised a biannual Social Care Graduate Conference event in AIT which took place for the first time in 2014.

Nuala Rowland

Nuala has been lecturing for AIT for the last 7 years, and she is also Placement Coordinator for the part-time Childcare programmes. Nuala holds a BA and MA in Early Childcare Education. Nuala has previously lectured in the Department of Pedagogy and Early Childhood Studies in Mary Immaculate College in Limerick. Nuala also has extensive experience working in childcare facilities, monitoring children’s progress and development, and planning and providing appropriate age based activities and relevant interventions. Nuala’s academic interests include Children’s Development, Play and Learning, Curriculum Planning and Equality and Inclusion in the Early Years.

Lisa Hanlon

Lisa Hanlon is Placement Coordinator for Social Care students pursuing their degree in social care with Lifelong Learning. Lisa supports students on placement, liaises with work places and coordinates the paperwork for placements. Lisa holds a BA degree in Social Care Practice and a Masters in Advanced Social Care Practice. Her career spans over 10 years working in the area of intellectual disability, mental health and health promotion both in the UK and Ireland.
“The Department of Lifelong Learning is very efficient and well organised”
ISSE Survey 2017

EARLY YEARS CARE AND EDUCATION
Bachelor of Arts (Hons) in Early Years Care and Education (Online)  50

SOCIAL STUDIES
Bachelor of Arts in Applied in Social Care  51
Bachelor of Arts (Hons) in Applied Social Studies in Social Care  52

COUNCELLING, PSYCHOLOGY AND MINDFULNESS
Introduction to Counselling and Psychotherapy  53
Fundamentals of Mindfulness  54
Certificate in Psychology  55
Bachelor of Science (Hons) in Psychology  56

LANGUAGES
Teaching English as a Foreign Language  57
English for Beginners  58
Single Subject - French/German/Spanish/ Chinese  59
Aim of Programme
Building on the aims and objectives of the Level 7 BA in Early Years Care and Education, students’ knowledge, skills and competencies will be further enhanced so that they can become highly skilled practitioners in early years’ care and education work settings. Student’s capacity to be effective leaders and managers in a rapidly changing sector will also be developed.

Programme Content
• Policy and Practice in the Early Years
• Business for Early Years Care and Education
• Responding to Children with Additional Needs
• Recreation and Creative Play Interventions in Early Years Settings
• Research Project
• Placement.

Programme Delivery
This programme is delivered in a blended format whereby students attend online classes each Thursday plus face to face classes at AIT on Saturday dates noted below.

Minimum Entry Requirements
BA in Early Years Care and Education (Level 7) or equivalent AND working in an Early Years Setting. Students are required to be working in an Early Years Setting for the duration of the programme in order that they may complete their placement. All students will be required to undergo Garda Vetting requirements of the Institute.

Saturdays Dates (Year 1)
Semester 1 (2019): October 5, 19 / November 9, 23
Semester 2 (2020): February 1, 15, 29 / March 21

Programme Fee
€3,000

Commencing
7.00pm 26 September 2019

Duration
1 year, 24 weeks, Thursday 7.00pm – 9.00pm

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Bachelor Of Arts in Applied Social Care

Classroom

Aim of Programme
This part time programme provides the knowledge and skills foundation for different areas of professional social care work. Students will develop an understanding of their own behaviour and are expected to become more sensitive and successful in a work situation. The students will be required to complete two periods of work placements during the programme. Students will be required to complete two periods of work placements totalling 800 hours during the programme. The programme team will assign students their two work placements in social care agencies totally independent of their employers. The programme is committed to inclusiveness and diversity.

Programme Content
- Developing Academic Practice and Autonomy
- Group Dynamics and Collaborative Practice
- Placement Preparation 1
  - Applied placement1
- Contemporary Social Care Practice 1.1, 1.2, 2 and 3
- Introduction to Sociology
- Introduction to Law
- Developmental Psychology
- Disability: Model and Practice
- Family and Human Rights
- Interactional Approaches 1.1, 1.2, 2 and 3.1
- Atypical Child and Adolescent Development
- Child Law
- Mental Health
- Management Theory and Practice
- Placements Preperation 2 and placement
- Professional Liability
- Disability: Promoting Inclusion
- Sociology
- Introduction to Research methods for Social Care

Minimum Entry Requirements
Mature applicant, over 23 years of age. Eligibility requirements are subject to review and will be advised on application, this will involve an interview. Applicants must provide verification from an employer that they are working in a social care setting. Students must be Fit to Practice and be Garda Veted. AIT’S “Fitness to Practice” policy can be found on www.ait.ie. Students will required to read this policy and acknowledge that they and understood this requirement. This programme has made an application for approval by CORU. There is no guarantee that the programme will be approved.

Induction
Institute Induction and commencement of the programme is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Programme Fee
Year 1 €2350

Duration
4.5 years, 24 weeks per annum Year 1 Tuesday 2.00pm to 10.00pm (plus selected Saturdays)
Year 2: Wednesdays. Years 3 & 4: Thursdays

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
This honours degree programme encourages and promotes the professional and personal development of students. Your ability to conceptualise, to draw conclusions based on a rigorous, analytical and critical approach to data, and to communicate effectively as part of a team will be enhanced. The degree will equip you with advanced levels of knowledge and skills appropriate to employment at a high level. You will be able therefore, to discriminate between alternative management strategies and practices in social care work.

You will also obtain a deeper understanding of your own goals and priorities, and a fuller awareness of your strengths, limitations and potential, through self-assessment, analysis and critical reflection. You will learn the ability to assume key roles in the management, administration, development and delivery of quality care services across a wide range of disciplines.

Programme Content
(Over 18 months, 3 Semesters)
- Applied Psychology in Social Care
- Contemporary Social Care Practice 4.1 and 4.2
- Professional Practice with Older People
- Research Project
- Interactional Approaches (Art)
- Contemporary Social Policy
- Sociology of Mental Health & Illness
- Social Care Management

Minimum Entry Requirements
Bachelor of Arts in Applied Social Studies in Social Care (Level 7).

Progression
You may decide to pursue postgraduate training and research leading to Masters and PhD (Level 9/10) qualifications. The Careers Office can advise on the range of opportunities available in AIT, in Ireland and abroad for such postgraduate programmes. Full details of all postgraduate programmes at AIT are contained in the postgraduate prospectus.

Induction
Institute Induction for new students to AIT will take place on Saturday 21 September 2019 from 9.30am to 1.00pm. Induction is only relevant if you have not completed previous studies at AIT.

Programme Fee
€2,350 - Full academic year
€1,175 - Full academic year

Commencing
2.00pm, Wednesday 25 September 2019

Duration
18 months, Wednesday 2.00pm – 10.00pm
(Classes may also take place on occasional Saturdays)

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050

This programme equips graduates to be competent, reflective and responsive practitioners in social care settings.
Aim of Course
This course provides an introduction to counselling and psychotherapy theories with special emphasis on person-centred approaches. Using a combination of presentations, case studies, video and experiential exploration it gives students a broad introduction to counselling and psychotherapy approaches and skills and an opportunity for increasing self-awareness.

Course Content
• History and trends, theories and approaches
• Humanistic – existential, person centred counselling skills
• Basic fundamentals of: group therapy, solution focussed relationship therapy, brief therapy, online/telephone counselling
• CBT / MBCT interventions for anxiety management, depressive episodes and phobias
• Psychotherapy for trauma and abuse - models of trauma work, assessment and treatment planning
• Counselling skills /embedded counselling - the skilled helper model, effective listening
• Relationship / couples counselling and models - person centred, imago, attachment based emotionally focused therapy (EFT)
• Psychiatry, dual diagnosis and DSM-5 - connection between psychiatry and psychotherapy, looking at changes from DSM 4 to 5 and common areas e.g. anxiety
• Online and formal telephone counselling
• Common problem areas e.g. social anxiety, depression, addictions, relationships, suicidal ideation and resistance
• Personal development - stress management e.g. mindfulness and MBSR. Having difficult conversations
• Further study / career options

Minimum Entry Requirements
Mature applicant.

Programme Fee
€450

Commencing
7.00pm Monday 23 September 2019

Duration
20 Weeks, Monday 7.00pm – 9.30pm

Enquiries
Lifelong Learning - lifelonglearning@ait.ie
Tel: +353 (0)90 648 3050
Want to know how to integrate mindfulness into the daily activities of people and how it can contribute to physical and mental well being?

Mindfulness is described by Jon Kabat-Zinn “as paying attention in a particular way: on purpose, in the present moment and non-judgmentally”. Mindfulness practice is about directing our attention to what is happening right here, right now, with an attitude of kindness towards ourselves and our experience. Mindfulness has become increasingly popular in recent times with hospitals, schools, prisons, the military, and many workplaces now using this life changing practice. In recent years there has also been extensive scientific research demonstrating mindfulness many benefits. Regular mindfulness practice has been shown to help us to reduce stress, stay healthy, improve relationships, increase focus, attention and memory as well as deepen our understanding with ourselves, others and the world around us.

Aim of Course
This course will give participants a clear understanding of how to integrate mindfulness into daily life. The application of mindfulness in a variety of settings will be explored such as interpersonal relationships, education, healthcare and the workplace. Participants will investigate what gives rise to stress and there will be a strong emphasis on how we can use mindfulness to effectively deal with stress in our lives. Throughout the course learners will also explore the practice and benefits of mindful self-compassion practices. We will investigate how developing a kind and compassionate relationship with ourselves can benefit our lives. The development of a strong personal mindful practice will be at the core of this course. Participants will be supported in developing and nurturing a personal mindfulness practice and to reflect on this practice as the course progresses.

Course Content
- History of Mindfulness
- Principles of Mindfulness
- Formal Mindfulness Practices
- Informal Mindfulness Practices
- Mindful Self-Compassion
- Science of Mindfulness
- Mindfulness and the Brain
- Mindfulness in Interpersonal Relationships
- Mindfulness in Education
- Mindfulness and Health
- Mindfulness in the Workplace

Course Fee
€400

Commencing
6.00pm Tuesday 24 September 2019

Duration
12 weeks + half day Saturday, Tuesday 6.00pm – 9.30pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
The main aim of the programme is to introduce students to the discipline of psychology, and to provide them with an understanding of human development. Students will be encouraged to explore its relevance to the individual, family, community and society.

Programme Content
Introduction to Psychology
- Nature of Psychology
- Learning and Conditioning
- Personality
- Social Psychology
- Social Thinking: Social Perception / Attribution
- Attitudes
- Social Influence and small Groups: Conformity, Obedience and Groupthink
- Social Relations: Prejudice, Aggression, Intergroup Relations
- Prejudice: Causes and Cures

Developmental Psychology
- What is Psychology?
- The Psychodynamic Approach to the Development of Personality
- Perspectives on Learning
- Cognitive Development
- Language Development
- Social and Emotional Development
- Attachment

Minimum Entry Requirements
Mature applicant, or, Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish) or, Any QQI level 5 qualification is acceptable.

Induction
Institute Induction will take place on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
€1050

Duration
1 Year: 24 weeks, Wednesday 6.00pm - 9.30pm (plus two Saturdays)

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
The aim of the programme is to provide students with an excellent foundation for a possible future career as a psychologist. Psychology is the scientific study of the human mind and behaviour and touches upon every aspect of our lives. This exciting new programme focuses on the thoughts, feelings and motivations underlying our behaviour and the way we interact with each other. It explores the things which drive us to do the things we do and the research evidence behind topics such as identity, mental health, learning, motivation, ageing, work, criminal behaviour and forensic science. This is a four-year programme and will be delivered online.

Intended for
The programme will be relevant to anyone wishing to pursue a longer-term career in psychology. It is also an ideal stepping-stone to postgraduate study either within psychology or in other areas of social science. You will develop skills in research, problem-solving, critical thinking and analysis, communication and professional development.

Programme Content
Year 1
- Introduction to Psychology
- Research 1
- Introduction to Biological Bases of Behaviour 1: Exploring the Brain
- Enhancing Academic Practice: Writing Skills
- Research 2: Descriptive Statistics and Computing
- Lifespan Development 1: Childhood and Adolescence
- Research 3: Experimental Design
- Applied Social Psychology

Years 2, 3, 4 and 5 available on request

Minimum Entry Requirements
Mature Applicants over 23 years of age.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

*Note: This programme involves a placement element. Students will be required to source this separately. Details will be provided during year 1.

Programme Fee
€2,350 per annum

Duration
5 Years, Mondays and Wednesdays 7.00pm to 9.00pm (with a number of selected Saturday workshops during the academic year).

Enquiries
Jenny Burke - jcooper@ait.ie
Tel: +353 (0)90 648 3050
Aim of Course
This course aims to provide participants with the skills necessary to teach English as a Foreign Language, effectively plan lessons and manage students in a classroom environment.

This course is being offered in conjunction with Galway Language Centre, who also provide the certification for this programme. (HDip or BEd qualified or about to qualify teachers will get Department of Education SQTTEFL certification).

Course Content
- English Grammar and Vocabulary
- Teaching Methodology
- Classroom Observation
- Lesson Planning

Intended for
This programme is designed specifically for those native and non-native speakers who wish to learn to teach a foreign language outside the state system.

Programme Fee
€365, including examination fee.

Commencing
7.00pm Wednesday 25 September 2019

Duration
10 weeks, Wednesday 7.00pm to 10.00pm

Enquiries
Lifelong Learning - lifelonglearning@ait.ie
Tel: +353 (0)90 648 3050
Aim of Course
To provide students with an introduction to the English language, including vocabulary and grammar used in everyday situations and to help with their studies.

Course Content
• Vocabulary
• Basic Grammar
• Reading
• Writing
• Basic conversations for everyday and academic situations (Some of the basic conversations may include personal information, days of the week, time and dates, directions, accommodation, study scenarios, restaurant situations etc.)

Intended for
Those with little or no prior experience of the English language and are interested in acquiring some knowledge of the language for academic and everyday social use.

Note: Participants will be required to complete course work on a regular basis as part of this programme. Participant’s attendance will be monitored.

Programme Fee
€390

Commencing
7.00pm Tuesday 26 September 2019

Duration
1 year: 20 weeks, Tuesday 7.00pm - 9.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
These programmes will develop students’ knowledge of the language skills in French, German, Spanish and Chinese of the cultures of the countries in which they are spoken. Students will also gain the practical language skills they need in order to survive when travelling around countries where these languages are spoken.

Programme Content
• Personal Introductions
• Daily Routine
• Hobbies, Family
• Descriptions
• Food and Drink
• Shopping
• Culture and Society
• Introduction to Music
• Grammar

Intended for
These programmes are ideally suited for those who wish to learn how to speak, read and write basic French, German, Spanish and Chinese.

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish) or any QQI level 5 qualification is acceptable.

Progression
These are standalone qualifications, however students are required to complete academic work and assessment to achieve the single subject certificate.

Induction
Please note: Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
€495

Commencing
7.00pm, Thursday 26 September 2019

Duration
1 year: 24 weeks,
Thursday 7.00pm - 9.30pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
 Dr. Andy Fogarty

Dr. Andy Fogarty is a prolific researcher and expert communicator, equally at home discussing his research and teaching interests with research peers as he is appearing on television. An expert in ecotoxicology and microbiology, he has extensively examined the effects of endocrine disrupting chemicals on fish.

With over 110 research publications and communications, he is also much in demand overseas and regularly lectures in Aalborg University, Denmark and the University of Applied Sciences, Emden/Leer, Germany.

Andy holds an MSc in Environmental Microbiology from Ohio State University and he was awarded his PhD in Ecotoxicology and Microbiology from NUI, Galway.

Kevin Sweeney

Kevin has been lecturing for 6 years, and holds a Bachelor of Engineering and a Master of Science in Astronomy. Previous to this Kevin worked in private industry for over 35 years in a variety of roles such as a Sales and Marketing Manager, a Managing Director and a Guided Weapons Design Engineer. Kevin is particularly interested in astronomy and space. Kevin lectures in Quality Assurance, Quality Management and Lean Six Sigma.

Kevin Farrell

Kevin has been lecturing in AIT for the past 5 years. He holds a MSc (Eng) in Strategic Quality Management (Lean Sigma Systems), and a BSc (Eng) in Mechanical Engineering. Kevin has over 20 years experience in industry, having worked mainly in the aerospace sector, and during this time he spent over 8 years performing regulatory reviews for EASA, the European Aviation Safety Agency. Kevin is a Quality Systems Auditor and has achieved a Master Black Belt in Lean Six Sigma. Kevin’s academic interests include innovative and practical Lean Six Sigma training methods and data analysis.
Science, Quality and Health and Safety

“The lecturers were enthusiastic and creative”
ISSE Survey 2017

QUALITY
Certificate in Fundamentals of Quality Assurance 62
Certificate in Lean Six Sigma 63

SCIENCE AND HEALTH & SAFETY
Certificate in Occupational Health and Safety (NISO) 64
Bachelor of Science in Environmental, Health and Safety Management 66
Masters of Science in Environmental, Health and Safety Management 68
Certificate in Fundamentals of Quality Assurance

Aim of Programme
The main aim of this programme is to provide graduates with an understanding of the basic principles of quality assurance with particular emphasis on quality management system standards including ISO 9001:2008, as well as auditing, statistical techniques and current trends.

This programme is designed for those who wish to gain specialist knowledge of quality management principles and how they are applied in the manufacturing, processing and service industries. This programme covers all the fundamental quality related subjects necessary for anyone new to or considering a career in quality assurance. In addition, the practical application of all the programme concepts is covered.

Programme Content
- Learning and Development for Higher Education
- Introduction to Statistics
- Fundamentals of Quality Assurance

Progression
Graduates are eligible to apply for the part-time Certificate in Lean Six Sigma.

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or any QQI level 5 qualification is acceptable.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
€890

Commencing
6.00pm Monday 23 September 2019

Duration
12 weeks, Monday and Wednesday
6.00pm to 10.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Certificate in Lean Six Sigma (Green Belt)

Aim of Programme
The aim of this programme is to give participants an understanding of general management principles and of how Lean Six Sigma is managed in a manufacturing or service organisation. It will explain the methodology of Lean Six Sigma improvement, in particular the various tools and techniques for analysis.

The objective is to produce competent workers in the field of Lean Six Sigma (Green Belt) with the appropriate multi-disciplinary skills to meet local, regional, and national needs.

Students may be eligible to apply for additional professional accreditation with the American Society for Quality (ASQ). Students will be advised of fees and details while attending the programme.

Programme Content
- Lean Six Sigma Fundamentals.

Minimum Entry Requirements
Certificate of Quality Assurance or equivalent.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
€890

Commencing
6.00pm Wednesday 15 January 2020

Duration
12 weeks, Wednesday 6.00pm – 10.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Programme
Occupational Health and Safety is a major concern to employers and employees across all industry sectors in small, medium and large organisations.

Preventable accidents, lost time and errors cost businesses both time and money not to mention the personal pain and suffering that many accidents at work bring to those affected. Businesses with a Strategic Occupational Health and Safety Plan show lower injury rates while they enjoy higher productivity and employee morale. Effective training and awareness is probably the most cost effective safety measure available to any company. Most workers and managers will be aware of and take action in the obvious areas, mostly in a reactive capacity. However, training sharpens the mind and increases the opportunity for a proactive systematic approach to managing workplace safety and health.

Objectives
The primary objectives of this programme are to equip participants with the knowledge to work safely in a variety of workplaces and to comply with the competency requirements laid down in the Safety Health and Welfare at Work Act 2005.

The programme seeks to furnish participants with a good basic knowledge and understanding of Occupational Safety and Health (OSH), outlining what is required to provide a safe place of work.

Who should attend?
Managers, Supervisors, Safety representatives, Persons who have some responsibility for safety and health at work. Persons who wish to gain knowledge in this area.

Programme Content
- Irish Law
- Safety
- Health and Welfare at Work Act 2005
- Risk Management
- Safety Management
- Fire Safety
- Emergency Planning and First Aid
- Ergonomics
- Physical Hazards
- Chemical Safety
- Psychosocial Hazards
- Occupational Health
- Accident Causation and Investigation
- Construction Safety
- Agricultural Safety

Commencing
7.00pm Monday 23 September 2019

Duration
13 Weeks – Monday 7.00pm to 9.00pm

Enquiries
Dr Sean Reidy, MICI, MRSC, C.Chem
sreidy@ait.ie
This programme comprises of a series of thirteen, two hour modules, illustrated with examples and case studies. The presentations are based on the core theme of hazard identification, risk assessment and identification and evaluation of control measures.

Programme / Certificate Validation

- Students who successfully complete the requirements of all modules and assessments will be awarded the NISO Introduction to Occupational Safety and Health Certificate.

Programme Materials

Comprehensive learning materials are supplied and include a NISO eResource CD containing extensive up to date OSH legislation, OSH Guidance, Codes of Practice, Standards and NISO designed Risk Assessment Templates.

Evaluation Methods

The programme assessment includes an assignment based on carrying out a small risk assessment in the workplace. It is to be submitted during the programme. At the end of the programme, there is a 2 hour written final examination with multiple choice questions and essay questions.

Progression

Successful students of this programme are eligible to apply for the BSc in Environmental, Health and Safety Management (Level 7) and may gain entry if they have relevant work experience. Many students in the past have pursued this.

Minimum Entry Requirements

- Mature applicant.

Programme Fee

- €425 NISO members (including examination fee)
- €525 non-members (including examination fee)
- €250 unemployed rate (including examination fee)
Aim of Programme
There is a continuing demand across industry and the public sector for qualified environmental, health and safety practitioners, as organisations try to keep ahead of the vast range of legislation that now applies in these areas. Health and safety officers and managers, occupational health personnel, environmental officers amongst others, play a pivotal role in implementing policies and programmes and complying with their legal responsibilities in this regard.

This Bachelor of Science in Environmental, Health and Safety Management (Level 7) combines these two different, but related disciplines that are increasingly operationally linked in the workplace. It is aimed at higher certificate holders who wish to obtain a degree level qualification, as well as those already employed in environmental, health and safety positions who wish to obtain a recognised degree in this discipline.

Successful completion of this programme will facilitate membership of the appropriate professional body, the Institution of Occupational Safety and Health (IOSH).

Programme Content
Year 1
- Learning and Development for Higher Education
- Introductory Environmental Science
- Training and Computing.
Year 2
- Risk Management
- Principles of Environmental Management
- Occupational Health
- Hygiene & Hazards 1
- Legislation
- Practical Environmental Science
- Occupational Health
- Hygiene & Hazards 2
- Waste Management Technology
- Fire & Construction Safety
- Project (Over Semester 1 and Semester 2 in year 2)

Progression
As a graduate of this programme, you may be eligible to apply for the MSc in Environmental, Health and Safety Management at AIT. This programme is also offered on a part-time basis over two years.

Accreditation
Successful completion of this programme will facilitate membership of the appropriate professional body, the Institution of Occupational Safety and Health (IOSH).

Programme Fee
€2,350 per annum.

Duration
2 years: 24 weeks per annum Tuesday and Thursday 6.00pm to 10.00pm

*Students may be required to attend occasional Saturdays.
Career Opportunities
For people already employed in the area of environmental, health and safety management, this degree will give them a formal qualification in this subject. For those seeking to change career into this area, the programme will afford them the opportunity to change their career path.

Minimum Entry Requirements
NISO Certificate in Occupational Health and Safety, Higher Certificate in Science, Engineering, Technology or an equivalent Level 6 qualification plus relevant work experience. In the case of a mature applicant (23 years of age or over) 5 years’ relevant work experience e.g. a nominated safety representative, HACCP (Hazard Analysis Critical Control Points) officer, health and safety officer, environmental officer or fire officer, etc.

Applicants with less than 5 years’ relevant work experience will be reviewed on a case-by-case basis. Consideration will be given to applicants who have completed other environmental, health and safety programmes e.g. NISO, environmental pollution and control, City & Guilds’ health and safety programmes, etc.

Induction
Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Enquiries
Carmel Kealey, Programme Co-ordinator
ckealey@ait.ie
Aim of Programme
This two-year, part-time Masters degree will provide participants with specialist knowledge in both environmental management and health and safety management. It offers participants an opportunity to reflect on their professional practice and gain a theoretical and critical perspective of issues associated with environmental, health and safety management.

Programme Content
Year 1
- Occupational Toxicology
- Risk Management and Organisational Behaviour
- Environmental Hazards
- Occupational Hygiene and Hazards
- Environmental Health and Safety Law
- Project Management
- Business and Professional Development
- Research Methods

Year 2
- Environmental Toxicology
- Strategic Management & Implementation
- Environmental Management
- Environmental Assessment
- Thesis

Minimum Entry Requirements
Holders of a BSc (ordinary degree, Level 7) in Environmental, Health and Safety Management at Merit Grade 1 or equivalent, and with three years’ relevant work experience. This work experience does not necessarily imply additional experience to that which may already have been considered for entry to the undergraduate programme, or Holders of a Level 8 science or engineering degree with two years’ relevant post-qualification experience.

Saturdays Dates (Year 1)
Semester 1 (2019): October 5, 19 / November 9, 23
Semester 2 (2020): February 1, 15, 29 / March 21

Enquiries
Nuala Commins - ncommins@ait.ie.

Programme Fee
€4,650

Duration
2 years 24 weeks per annum, Monday and Wednesday 6.00pm - 10.00pm plus scheduled Saturdays year 1 only.

Commencing
6.00pm Monday 23 September 2019
“After completing the Diploma in HR Management at AIT, I have gained a greater understanding of the growing complexities in managing an organisation’s human capital. The segmentation of the course into various modules reflects the growing specialisms that are emerging from contemporary HR functions.

Before I commenced the Diploma in HR Management course, I had a misconception that subjects such as Improving Organisational Performance, Employee Engagement and Coaching and Mentoring, had limited practical application for employee management. However having completed the course, I am of the firm belief, that as organisations seek to achieve alignment within increasingly diverse workforces, these disciplines are the bedrock on which organisational performance can be achieved and maintained.

The HR Management course has also helped me gain a greater appreciation of the challenges that Line Managers encounter, in attempting to integrate separate, but related employment legal provisions into dynamic occupational settings. As I interact daily with Line Managers this new understanding, has assisted me greatly, when acting as an Employment and Health and Safety consultant.”

Name: Tom Comer  
Programme: Diploma in HR Management

“Doing the degree part time in Environmental, Health and Safety Management was a massive experience as I had been away from learning for so long. But when you enter the college you realise that everyone else on the course is as nervous as you are. The staff and lecturers are second to none and help in every way possible. The chance to meet new people whom I’m happy to say are now some of my best friends and we are still touch today. The experience of college for me as a mature student was a very positive one that I will remember with great memories and has been very beneficial in my job.”

Name: Tony Buckley  
Programme: BSc in Environmental, Health and Safety Management
Sharon Sweeney

Sharon has been lecturing in AIT for over 10 years, alongside running her own family business, Cannaboe Confectionery in Ballinamore, Co. Leitrim. Sharon has being creating fabulous celebration cakes over the past 20 years, from christening cakes to wedding cakes and everything in between, including Ryanair’s Michael O’Leary’s wedding cake. She has made corporate cakes for some of the best known businesses in Ireland including Bewleys & AvantCard.

Sharon has helped to ignite a passion for sugarcraft in her many students over the years, whether it be making cakes for family and friends, or to go on to setting up their own businesses. From ages 18-98, there is something in Sharon’s sugarcraft programme for everyone.

Kevin Ward

Kevin has been lecturing for 6 years, and holds a Bachelor of Arts in Culinary Arts and a Bachelor of Arts (Hons) in Hotel and Catering Management. Kevin also holds several Postgraduate qualifications in Learning and Teaching before coming to work in AIT, Kevin held Executive Chef roles in some of the Irelands most prestigious hotels and has 25 years of relevant industrial experience.

Kevin is particularly interested in Pastry and Chocolate and has represented Ireland in International Culinary Competitions. Kevin has trained several gold medal winning students since taking up the role of lecturer at AIT.

Sharon Sweeney

Sharon has been lecturing in AIT for over 10 years, alongside running her own family business, Cannaboe Confectionery in Ballinamore, Co. Leitrim. Sharon has being creating fabulous celebration cakes over the past 20 years, from christening cakes to wedding cakes and everything in between, including Ryanair’s Michael O’Leary’s wedding cake. She has made corporate cakes for some of the best known businesses in Ireland including Bewleys & AvantCard.

Sharon has helped to ignite a passion for sugarcraft in her many students over the years, whether it be making cakes for family and friends, or to go on to setting up their own businesses. From ages 18-98, there is something in Sharon’s sugarcraft programme for everyone.
“Excellent services and information thats required for a seamless entry back to the world of study”
ISSE Survey 2017

**SCIENCE**
Sugarcraft and Cake Decorating 72
Pastry and Breadmaking 73
Chocolate Confectionery and Desserts 74
Aim of Course
This course is designed to equip you with all the necessary skills to design and decorate your own speciality cakes.

Course Content
This course will teach you the correct application of almond paste and sugar paste along with piping on a cake. You will learn how to make flowers and novelty animals for your cake. You will also learn how to crimp your cake, how to use moulds, make frills, swags and bows for birthday and christening cakes.

Intended for
This course is for candidates who have little or no knowledge of Sugarcraft and cake artistry.
Interested in improving your sugarcraft and cake decorating skills?

**Aim of Course**
This course aims to introduce students to the fundamentals on Pastry and Bread Making. Throughout it expands on the application of scientific principles and production processes underpinning this discipline.

**On completion of this module the participants will be able to:**
- Demonstrate an understanding of the scientific principles underpinning all the processes used in pastry production
- Demonstrate knowledge of the commodities, equipment & techniques related to pastry and baking.
- Prepare a range of desserts and pastries and breads.
- Identify and assess the properties and quality of a wide range of pastry and bakery ingredients.

**Course Content**
- Bakery Products
- Quick Breads, Yeast Bread, Sourdoughs, Enriched Dough and Viennoisserie
- Classical and Contemporary Hot and Cold Plated Desserts
- Petit Fours
- Macaroons
- Chocolate Work including centre-pieces, Moulded and Dipped Chocolates
- Entremets and Decorated Gateau including Petit Gateau
- Workplace and Food Safety Considerations with the aim of preparing students to compete at international competition level

**Requirements**
Participants are required to obtain the following (at their own expense): Chefs double breasted Jacket or White lab coat. Head covering, scarfs, bandanas, baseball caps, and chefs hats (or skull caps). Hair nets if necessary. Long aprons (bib aprons preferably). Chef’s pants or loose comfortable pants and non-slip safety shoes.

**Minimum Entry Requirements**
Mature student.

**Programme Fee**
€1,150

**Duration**
1 year 24 weeks, Tuesday 9.00am to 2.00pm

**Enquiries**
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Aim of Course
This programme aims to introduce students to the fundamentals of Chocolate Making. Throughout it expands on the application of scientific principles and production processes underpinning this discipline.

Course Content
- Produce Flavoured Ganache
- Learn how to temper chocolate
- Explore the process of colouring chocolate and applying various techniques in order to create a range of textural and visual effects
- Produce moulded chocolates and truffles
- Make novelty figures and decorations and a range of hand dipped items
- Create a chocolate showpiece

Requirements
Participants are required to obtain the following (at their own expense): Chefs double breasted Jacket or White lab coat. Head covering, scarfs, bandanas, baseball caps, and chefs hats (or skull caps). Hair nets if necessary. Long aprons (bib aprons preferably). Chef’s pants or loose comfortable pants. Non slip safety shoes.

Minimum Entry Requirements
Mature student.

Application form is at the back of this book

Programme Fee
€395

Duration
12 weeks, Tuesday 6.00pm to 9.00pm

Enquiries
Maria Slevin - mslevin@ait.ie
Tel: +353 (0)90 648 3050
Like to own your own chocolate making business or work in chocolate making in the hospitality sector?
“Everyone was so helpful and knowledgable”
ISSE Survey 2017

Executive MBA 78
Master of Science in Data Analytics 80
Master of Business Studies in Advanced Business Practice 82
Master of Arts in Child and Youth Studies 84
Postgraduate Diploma in Teaching and Learning Assessment 85
Master of Arts/Postgraduate Diploma in Advanced Social Care Practice 86

*Athlone Institute of Technology offers additional part-time courses that are not managed by the Department of Lifelong Learning. The following courses are offered and managed by the relevant Faculties as detailed in the individual course details.

Should you be interested in these programmes, please contact the specific contact in the individual course details.

Applications for these courses must be made through the Admissions Office email admissions@ait.ie
Executive Master of Business Administration (MBA)

This programme is characterised by applying the latest thinking in Management and Leadership to solve real-world business problems.

Aim of Programme
The Executive MBA from the Business School at Athlone Institute of Technology is a prestigious Master's degree designed for Middle Managers, Senior Executives and Consultants. The MBA has been specifically designed to meet the needs of both practising or aspiring Middle and Senior Managers. Whilst there is a strong emphasis on academic content, much of the assessment has been designed to ensure that this is applied to a variety of organisational contexts.

The Executive MBA programme at Athlone Institute of Technology is characterised by applying the latest thinking in Management and Leadership to solve real-world business problems. You’ll be challenged by faculty who have extensive experience of industry, and whose teaching connects ground-breaking theory with the business stories making the news. The culture of the AIT MBA is one of teamwork; where you’ll work together with classmates to solve complex business problems. With students drawn from the private and public sectors, start-ups and multinationals, you will develop the analytical skills and acumen to appreciate business forces and decision making scenarios from a wealth of different perspectives.

What will I experience
On the AIT MBA, you will encounter a variety of teaching and learning approaches. For example, you will spend a significant proportion of your time participating in case exercises and working on assignments in small groups. This will provide an opportunity for understanding different viewpoints, as well as sharing experiences and ideas. Group work will also allow you to practice skills of analysis and, through discussion, to argue for and negotiate solutions to problems. The taught elements are delivered over two academic years on Friday afternoons and evenings (2.00pm to 9.00pm) and occasional Saturdays (10.00am to 5.00pm). Included in the fees are all books plus an overnight residential teambuilding weekend in a local hotel.

What opportunities might it lead to
The executive MBA programme is designed for Middle and Aspiring Managers and as such the programme provides opportunities for promotion and career progression.

Assessment Information
Students are assessed in a number of ways that include: group and individual projects, assignments, peer review, reflective practice and presentations. Some modules also have an exam component. A novel feature of the programme is the consulting project that takes place
in Semester 2 of year 2, where students have to work on a group project in a real-world scenario, with a real client (which can be nominated by the student). In addition, students will be expected to deliver a 20,000 word thesis.

What will I study?

Year 1
- Strategic Management
- Financial Statement Analysis
- Research Methods
- Applied Strategic Marketing
- Economics and the Business Environment
- Supply Chain Management

Year 2
- Strategic Human Resource Management
- Innovation and Project Management
- Organisational Development, Leadership and Change
- Corporate Finance
- Management Consulting Project
- Dissertation

Entry Requirements
Entry to the Executive MBA requires you have at least five years work experience, ideally, some of which is in a management role, but this is not essential. In addition, you should hold one of the following:
- A recognised Level 8 Degree in any field
- A Postgraduate Diploma in Management
- A relevant Professional qualification
Aim of Programme
The programme aim is to equip graduates with the ability to work with large volumes of data, irrespective of where this data originates, to derive meaning and insights. Graduates will be equipped with the skills to manipulate this data and present such insights by utilising a range of analytical skills and analysis techniques.

Programme Content

**Semester 1**
- Relational Databases
- Statistics for Data Analytics
- Data Analytics and Interpretation
- Programming for Data Analytics

**Semester 2**
- Research Methods
- Project/Thesis

**Semester 3**
- Advanced Analytics
- Advanced Databases
- Data Visualisation

Entry Requirements
A four-year, Level 8 honours degree (or equivalent) in a discipline that has a significant numerate content (e.g. maths/finance/statistics). Applicants who have substantial (i.e. 10+ years) relevant industry experience may be considered for application via the institute’s Recognition of Prior Learning policy.

Induction
Institute Induction for students that are new to the Institute will take place on Saturday 11 January 2020. Attendance on that date is compulsory.

Programme Fee
€2,500 per Annum

Commencing
January 2020

Duration
40 weeks, Monday and Wednesday
7.00pm to 9.00pm, online

Enquiries
Kathleen Begley, Faculty administrator
Email: analytics@ait.ie/Tel: +353 (0)90 647 1857
Aim of Programme

Postgraduate Steps is a radically new approach to postgraduate education developed by Athlone Institute of Technology. Recognising that people’s Higher Education needs are diverse, Postgraduate Steps enables learners to undertake modules (subjects) that address their professional development needs, in a fashion that suits their diverse lifestyle. The MBS/PgD and Minor Awards in Advanced Business Practice provides further education and training to graduates in business and cognate disciplines.

The Masters of Business Studies in Advanced Business Practice is aimed at enhancing core competencies (skills), developing an entrepreneurial spirit and employing critical thinking skills for the modern business environment. The content of the modules within the programme will reflect current professional development needs as articulated by Business Professionals.

Any learner, who enrols, on a single module, will have three potential avenues open to them as follows:

1. Completion of four designed modules worth 40 credits in addition to the modules, “Research Methods” and “Dissertation”, leading to an award of a Master of Business Studies in Advanced Business Practice.

2. Completion of six designed modules over time leading to an award of a Postgraduate Diploma in Business in Advanced Business Practice.

3. Completion of one designed module leading to a minor award associated with the Master of Business in Advanced Business Practice (level 9).

This programme is built module by module. The process involves an on-going consultation and collaboration with a wide array of the Institute’s strategic partners in enterprise and business graduates in order to identify the areas within their profession/sector where there is a skill and/or educational deficit. Based on bi-annual findings, the Institute will develop a series of designed modules to meet the needs of the employee, employer, and sectoral demands while addressing emerging issues in the business environment. This innovative process is designed to respond to the sector’s education needs in a flexible, timely and appropriate manner. This coming September, modules offered will be Managerial Finance and Supervision of People, Culture and Change.

Programme Fee
€750 per module

Award
Master of Business Administration

Enquiries
Owen Ross, oross@ait.ie
Tel: 090 647 1895

Commencing
September 2019
The MBS/PgD in Advanced Business Practice offers:
- Flexibility of provision: evening programme, day release or weekend hours
- Flexible modes of delivery (lectures, tutorials, discussions, blended learning, group work, case studies, problem solving)
- Work based assessments to encourage reflective practice
- On-going review and consultation with business leaders, to ensure currency and adaptability to address changes within the business environment as they occur
- Support for the learning, enhancement of skills and professional development of Business Graduates.

Programme Content
Modules are developed in line with graduate and industry requirements in a timely fashion. Please visit our website for further details.

Career Opportunities
Graduates can reasonably expect to rise to more advanced positions, including Senior Executive Level, and command salaries commensurate with their status.

Minimum Entry Requirements
Applicants must hold a Level 8 award in Business or a cognate discipline at a minimum 2.2 level.

Duration
Each module will run over one semester.

join us at our information evening
Wednesday 4 September 2019
5.30pm to 8.30pm
Masters of Arts in Child and Youth Studies

Programme Fee
€2,950 per Module

Commencing
September 2019

Aim of Programme
The MA in Child and Youth Studies aims to equip highly competent and motivated child and youth workers and graduates of cognate disciplines with the knowledge and skills necessary to become leaders in the profession and to advance the field to internationally accepted standards of best practice. The programme has both a theoretical and practice-based focus. As a graduate of this programme, you will have a specialised knowledge of child development, risk and resilience, and advanced knowledge of the legislative framework affecting children and youth.

Graduates of the programme can reasonably expect to rise to advanced positions within the child and youth sector and to be in a position to consider a more diverse range of career opportunities than those available to Level 8 Bachelor (Hons) degree level graduates. For example, in addition to the traditional roles of child and youth workers, graduates of the programme will be well equipped to take on professional roles in child and youth advocacy, in developing intervention based programmes, in conducting research and evaluating the effectiveness of programmes and in managerial, advisory and policy-development roles within the sector.

Programme Content
- Research Methods
- Models of Care
- Child and Youth Law
- Therapeutic Approaches and Interventions
- Management in Child and Youth Care
- Research Dissertation

Progression
Graduates of this programme may be eligible to pursue postgraduate training and research leading to Masters and PhD (NFQ Levels 9 and 10) qualifications.

Minimum Entry Requirements
Students are expected to have a minimum of an Honours Bachelor degree (level 8) at grade 2.2 in child/youth studies, social care or cognate discipline. Candidates with qualifications in social disciplines and relevant work experience will be eligible for the programme.

Duration
2 years: 24 weeks per annum, Tuesday 9.30am - 5.30pm.

Award
Master of Arts in Child and Youth Studies

Enquiries
Oliver Hegarty
ohegarty@ait.ie
Programmes
The Learning and Teaching Unit, Athlone Institute of Technology runs a series of programmes which will help participants to become a more effective lecturer/teacher in third level education. The programmes are part of a flexible pathway to a Postgraduate Diploma in Learning, Teaching and Assessment (60 ECTS at Level 9). The programmes are delivered both online and in the classroom with a variety of assessment methods used in each programme. The range of programmes include:

- Certificate in Learning and Teaching Special Purpose Award (15 ECTS)
- Designing the UDL curriculum (10 ECTS)
- Implementing the UDL curriculum (5 ECTS)
- Certificate in Formative Assessment & Feedback (15 ECTS)
- Certificate in Technology Enhanced Learning Special Purpose Award (15 ECTS)
- Certificate in Developing Practice in Learning, Teaching and Assessment Online (15 ECTS)
- Training for Teaching in the Online Environment - Team Teaching

*These modules are delivered on Friday afternoons and run over the semester that they are delivered in. For more information on the 2019/2020 calendar of programmes, please email landt@ait.ie.
Masters of Arts/Postgraduate Diploma in Advanced Social Care Practice

This innovative programme has been designed after extensive consultation with relevant stakeholders to identify the current needs of the sector.

Aim of Programme
The Social Care profession is dedicated to protecting and assisting the most vulnerable in our society. Social Care Workers are on the front line in attempting to address pertinent social issues, such as child protection and welfare, domestic violence, mental health, promoting equality of opportunity for those with special needs, as well as rights and social inclusion for those experiencing marginalisation in our society. Such a profession requires highly competent, confident and qualified persons with specialised training and knowledge of national and international best practice. The MA/PgD. in Advanced Social Care Practice is designed to support Social Care Workers in extending their knowledge and skills to a higher level, drawing on unique and emerging techniques linked to evidence-based practice. It will facilitate Social Care Workers to keep themselves well-informed on current policy, strategy and quality considerations that impact on their work. This innovative programme was designed after extensive consultation with relevant stakeholders to identify needs of the sector. Modules are developed on an ongoing basis in consultation with the Social Care sector i.e. Social Care Workers, agencies and organisations to meet current and emerging needs.

What will I study
- The following modules are currently available:
  - Behaviours that Challenge (10 credits)
  - Contemporary Approaches in Intellectual Disability Practice (10 credits)
  - Mental Health, Law and Policy (10 credits)
  - Approaches to Supporting Families (10 credits)
  - Interpersonal Conflict: Prevention and Resolution (10 credits)
  - Approaches to Care with Older People (10 credits)
  - Managing for Professional Social Care Practice (10 credits)
  - Contemporary Developments in Social Care Practice (5 credits)
  - Academic Writing for Postgraduate Study (5 credits)
  - Research Methods (10 credits)
  - Dissertation (20 credits)

Study pathways
- Master of Arts in Advanced Social Care Practice (Level 9): Completion of designed modules worth 40 credits plus Research Methods and Dissertation (total 70 credits),
- Postgraduate Diploma in Advanced Social Care Practice (Level 9): Completion of designed modules (total 60 credits) of choice, excluding Research Methods and Dissertation,
- Minor Award (Level 9) associated with the Master of Arts in Advanced Social Care Practice: Completion of one designed module.

Programme Fee
€750 per Module

Enquiries
Pearl Moore - pgsteps@ait.ie
Tel: +353 (0)90 646 8130

Commencing
Commencing 6.00pm
Tuesday 24 September 2019
Application Process
Students may join the programme in September or January in any given year. Applications and expressions of interest in particular modules should be submitted in the semester prior to the module(s) commencing e.g. semester one (Sept-Dec) for a January start date, semester two (Jan-June) for a September start date. Modules will be offered subject to demand. Modules will run one evening per week (6pm-9pm) over the course of each semester. Fee per module: €750.

Progression
The MA/PgD. in Advanced Social Care Practice will facilitate the continuing professional development (CPD) of Social Care Workers through the pedagogies of continued professional education (CPE). Graduates of this course may be eligible to pursue postgraduate training and research leading to a PhD (Level 10) qualification.

Entry Requirements
Applicants should hold an honours degree (Level 8) in Social Care. Applicants with an honours degree (Level 8) in a cognate discipline may complete a Minor Award in a single module.

Contact Us
Admissions Office
Athlone Institute of Technology
Tel: +353 (0)90 646 8130
Email: admissions@ait.ie
Springboard+/ICT Skills Programmes

Are You Eligible?

Employed, Unemployed, and Returners

The following are eligible to apply for courses in 2019/20 academic year (subject to the applicant meeting all requirements, including residency and academic requirements):

Returners (Formerly referred to as Homemakers)

• May apply to all courses if they meet the nationality/visa requirement and residency criteria. Course specific criteria may also apply.

People in employment

• May apply to all courses if they meet the nationality/visa requirement and residency criteria.
• Please note that a 10% course fee contribution for Level 7, 8, and 9 courses is applicable for employed participants. This is payable directly to AIT.

The unemployed or formerly self-employed

• May apply to all courses with the exception of the two year part-time ICT conversion courses. Unemployed applicants will also be required to meet additional DEASP related criteria. They must have been in receipt of a recognised DEASP payment for 9 of the previous 12 months if they wish to participate on one-year full-time ICT Skills Conversion courses.
An Introduction to Augmented & Virtual Reality
An Introduction to Data Analysis and Visualisation
An Introduction to Networks and Configurations
Bachelor of Arts in Culinary Arts (consortium)
Certificate in Culinary Skills
Certificate in Food and Beverage Operations
Bachelor of Science in Quality and Lean Management
Certificate in Applied Laboratory Science
Certificate in Bio-pharma and Med-Technology
Certificate in Logistics and Supply Chain Management
Certificate in Operations, Quality and Lean Management
Certificate in Supervisory Management and Team Leadership
Higher Diploma in BIM for Civil Engineering and Construction
Higher Diploma in Data Analytics
Higher Diploma in Leadership
Higher Diploma in Science in Computing (Two Year Part-time)
Higher Diploma in Science in Software Development (Cloud Application Development)
Postgraduate Certificate in Augmented & Virtual Reality
Postgraduate Certificate in Blockchain Security
Postgraduate Certificate in Cloud Native Computing
Postgraduate Certificate in Software Design with Artificial Intelligence
Postgraduate Diploma in Advanced Polymer Materials
Postgraduate Diploma in Executive Management
Postgraduate Diploma in Software Design with Cybersecurity
SPA Construction Management
An Introduction to Augmented & Virtual Reality

The terms Virtual Reality (VR), Augmented Reality (AR), and more recently Mixed Reality (MR), can be represented within the umbrella terms of Immersive Experiences and reflect the degree of digital content presented to the users as they move from the real to virtual world experience.

Aim of Programme
Exploring this multidisciplinary field, students will gain a fundamental understanding of the development requirements, an awareness of the technologies, and an essential understanding of the design process for immersive experiences. In parallel, students will work to develop a prototype application, thus delivering a tangible multimedia experience which can be demonstrated as part of a portfolio to prospective future (or current) employers.

Programme Content
- An Introduction to Virtual & Augmented Reality
- Application Domains
- Game Engine
- Content
- Creation
- Display Technology
- Immersive Experience
- Game Technology

Minimum Entry Requirements
Leaving Certificate or equivalent including RPL with fluency in English. Applicants must be computer literate and have access to a computer and good broadband, and should be able to attend the required practicals in Athlone.

Induction
Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants

Commencing
September 2019

Duration
15 Weeks, Tuesday plus three Saturdays

Enquiries
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
This programme will expose students to the data analytics practices used in industry. It will explore areas including analytical process, how data is created, stored, accessed, and how an organization works with data. The course will give students a strong foundation in areas that support analytics and will help students to better position themselves for success in industry. This course also provides a basis for going deeper into advanced investigative and computational methods.

**Aim of Programme**

This Level 6 Programme (20 ECTS) is offered in a blended and flexible mode of delivery and has been developed in partnership with the Midlands Regional Skills manager and relevant companies. AIT has ongoing formalised relationships with over 75 ICT companies. Companies have offered to provide and supervise “real world” oriented industry projects. Problem Based Learning (PBL) based approaches will be used to challenge and expand the students’ knowledge, skills and competence. The four key areas addressed are Digital skills, Transversal skills, Management and leadership skills and the Workplace of the future.

**Modules**

- Data and Analysis in the Real World
- Analytical Tools
- Data Visualization

**Minimum Entry Requirements**

Applicants are required to have a level 5 or equivalent professional qualification/Work experience plus a working knowledge of Excel. Applicants will be interviewed to verify attitude to study and commitment to complete the course.

**Induction**

Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Programme Fee**
Free to Springboard eligible participants

**Duration**
15 Weeks, Wednesday plus three Saturdays

**Commencing**
September 2019

**Enquiries**
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
An Introduction to Networks and Configurations

This programme introduces the learner to the key skills needed to commence a career in the IT and Network Support area. Level 1 IT and Network Support technicians are typically the first point of contact in a company for IT related issues. This can include setting up new hardware or user accounts, managing the network to ensure secure connectivity, installing and updating software and maintaining the physical network infrastructure.

**Aim of Programme**
The proposed programme equips graduates with the necessary technical and soft skills to perform these key front-line duties. This programme is based on the internationally recognised CompTIA A+ and Cisco CCENT modules. Computer Systems provides an overview of key computer hardware and its operation. Network Fundamentals and Network Device configuration introduces a number of key network concepts. Network Device Configuration develops skills in network device security and routing.

**Programme Content:**
- Network Fundamentals Network topologies and devices
- Basic router and switch configuration
- Computer Systems
- Computer hardware
- Operating systems
- Troubleshooting
- Operational procedures
- Communication for the Workplace Interpersonal skills; oral and written communication.
- Network Device Configuration Switch security, VLAN’s, Static routing, Dynamic Routing

**Minimum Entry Requirements**
Level 5 or equivalent professional qualification/work experience plus a working knowledge of computers. Applicants must be fluent in English and have access to a computer with good broadband and be able to attend the required practicals at AIT.

Applicants will be interviewed to verify attitude to study and commitment to complete the course.

**Induction**
Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Programme Fee**
Free to Springboard eligible participants

**Duration**
15 Weeks, Wednesday plus three Saturdays

**Commencing**
September 2019

**Enquiries**
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
Aim of Programme
This course is designed for those who wish to work in advanced culinary roles in the hospitality industry. You will learn advanced culinary skills from our dedicated and highly experienced lecturers, taught in our fantastic facilities, which includes training kitchens, a production kitchen, training restaurant, training bar and polytunnel. The course includes a compulsory work placement.

Programme Content:
- Advanced Culinary Techniques
- Advanced Pastry:
- Food and Beverage Management:

Minimum Entry Requirements
Candidates must have a Level 6 in Culinary Arts to be eligible. Candidates who do not have English as a first language will have to demonstrate competence in ability to complete assignments.
Candidates should have a strong interest in working in hospitality or already be working in the industry.

Induction
Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €750 for those in employment

Commencing
9.00am Monday 16 September 2019

Duration
24 weeks, Monday and Tuesday, 9.00am to 6.00pm

Enquiries
Georgina Hogan - ghogan@ait.ie
Tel: (0)90 647 1871

Apply online at www.springboardcourses.ie
Certificate in Culinary Skills

This programme will develop fundamental practical kitchen skills, including culinary techniques, volume food production, food service and pastry.

Aim of Programme
This course is designed for those who wish to work as a chef in the hotel/restaurant/contract catering/nursing home sectors. You will learn fundamental culinary skills from our dedicated and highly experienced lecturers, taught in our fantastic facilities, which includes training kitchens, a production kitchen, training restaurant and polytunnel.

The programme includes a compulsory work placement

Programme Content:
• Volume Food Production
• Culinary Techniques
• Pastry, Food Service
• Menu Planning and Nutrition

Minimum Entry Requirements
Candidates must have a Level 5 (i.e. Leaving Certificate or full Further Education award) to gain admittance for a Level 6 course. Candidates who do not have English as a first language will have to demonstrate competence in ability to complete assignments.

Candidates should have a strong interest in working as a chef or already be working in the industry.

Induction
Please note: Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants

Commencing
9.00am Monday 16 September 2019

Duration
24 weeks, Monday and Tuesday, 9.00am to 6.00pm

Enquiries
Georgina Hogan - ghogan@ait.ie
Tel: (0)90 647 1871
Certificate in Food and Beverage Operations

This programme is designed for those who wish to work in service and front of house roles in the hospitality industry.

Aim of Programme
This programme will develop fundamental restaurant and food service skills, including food and beverage management, customer care and communications. The programme includes a compulsory work placement. You will learn fundamental hospitality skills from our dedicated and highly experienced lecturers, taught in our fantastic facilities, which includes training kitchens, a production kitchen, training restaurant, training bar and polytunnel.

The programme includes a compulsory work placement

Programme Content:
• Food Service,
• Communication
• Marketing
• Beverage Studies

Minimum Entry Requirements
Candidates must have a Level 5 (i.e. Leaving Certificate or full Further Education award) to gain admittance for a Level 6 course. Candidates who do not have English as a first language will have to demonstrate competence in ability to complete assignments. Candidates should have a strong interest in working in hospitality or already be working in the industry.

Induction
Institute Induction for students that are new to the Institute will take place on Monday 16th September 9.30am.

Programme Fee
Free to Springboard eligible participants

Commencing
9.00am Monday 16 September 2019

Duration
24 weeks, Monday and Tuesdays 9.00am-6.00pm

Enquiries
Georgina Hogan - ghogan@ait.ie
Tel: (0)90 647 1871
Aim of Programme
This programme is aimed at those already working in a quality-related function, or aspiring to do so. The programme covers the management principles necessary for the achievement of customer satisfaction from a quality and lean management perspective in a way that makes an enterprise competitive. Developed in association with industry leaders, this specialist course promotes a critical awareness of the most recent advances in the field of Quality and Lean Management.

Programme Content:
- Applied Lean Six Sigma
- Project Management
- Organisational Behavior
- Change Management
- Good Manufacturing Practice
- Quality Methodologies and Management
- Project - Six Sigma
- Service Quality

Minimum Entry Requirements
Mature applicants over 23 years of age who have completed the Certificate in Operations, Quality and Lean Management (L6) or equivalent recognised qualification with five years relevant work experience.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020) : February 1, 15, 29 / March 21

Programme Fee
Free to Springboard eligible participants, or €510 for those in employment

Commencing
September 2019

Duration
1 year: Tuesday and Thursday 7.00pm-9.00pm, plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050
Certificate in Applied Laboratory Science

Aim of Programme
The main aim of the programme is to provide learners of all backgrounds with the opportunity to explore and develop their interest in the Biopharma and Med Technology sectors. In particular, this program will provide the skills for individuals to be effective in a laboratory environment as they work towards the role of diagnostic assistant level and/or laboratory assistant level.

Participation on this programme will provide a pathway to becoming a diagnostic technologist laboratory assistant for graduates into the future.

Programme Content:
- Laboratory Techniques and Quantitative Analysis
- Industrial Microbiology
- Aseptic Practices
- Diagnostic Immunotechnology
- Quality Assurance and Management
- Introduction to Biopharma
- Work Based Project

Delivery
The lectures will be delivered through a combination of online and facilitated classroom based workshops. These workshops will take place in the Athlone Institute of Technology.

Students must also attend six full days (three per semester) in a laboratory environment in Athlone Institute of Technology. These Saturdays will be issued on programme commencement.

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants

Commencing
September 2019

Duration
1 year: 24 weeks, Tuesday 7.00pm to 9.00pm
Laboratory dates (TBC)

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050

Apply online at www.springboardcourses.ie
Certificate in Biopharma and Med-Technology

Aim of Programme
The primary aim of this programme is to provide upskilling to those who wish to meet the current skills shortages in the area of Biopharma and Med Tech sectors. On successful completion individuals will be able to move up within their organisation and identify employment opportunities in the Biopharma and Med-Tech Sectors.

Programme Content:
Manufacturing Environment
- Active Pharmaceutical Ingredient (API) Manufacturing
- Pharmaceutical Manufacturing
- Biopharmaceutical Manufacturing
- Medical Devices and Sterile Manufacturing
- In-Process Testing
- Process Validation
- Qualifications: Performance, Installation, Operational (PQ OQ IQ)

Systems and Supports
- Cleaning Validation
- Quality Control and Finished Product testing and release
- Analytical Validation
- Regulatory Requirements
- Quality Risk Management
- Deviations and Corrective Action Preventative Action (CAPA)
- Quality Management Systems & Lean Six Sigma

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Locations
Athlone - Tuesday 6.00pm - 10.00pm
Longford - Tuesday 6.00pm - 10.00pm
Ballinasloe - Thursday 6.00pm - 10.00pm
Mullingar - Monday 6.00pm - 10.00pm
Castlerea - Wednesday 6.00pm - 10.00pm
Tullamore - Monday 6.00pm - 10.00pm

Programme Fee
Free to Springboard eligible participants

Duration
16 Weeks: 6.00pm to 10.00pm. One evening per week (TBC) (plus three Saturdays per semester)

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050
This programme is aimed at those already working in a warehouse, transport, customs, logistics or supply chain management role and it is designed to apply across all industries e.g. Biopharma, Med Technology, Food Processing, Manufacturing, Advance Manufacturing, Healthcare and most industry sectors that require warehousing and logistics management including courier and related companies. Job prospects typically arise in the manufacturing and services industries regionally.

Aim of Programme
The main objective of the Certificate in Logistics and Supply Chain Management is to provide learners of all backgrounds with the opportunity to explore and develop their interest in Logistics and Supply Chain Management. This course will give learners the opportunity to further their skill, or re-skill and make a positive contribution to their organisation through gaining an understanding of the dynamics of business and in particular from a warehousing, transport, distribution, exporting and customs perspective. It will ensure that they are better at making decisions, solving problems and are appropriately skilled for the workplace of the future.

Programme Content:
- Supply Chain Management
- Contract Law
- Customs & the Regulatory Environment
- Operations and Logistics Management
- Customer Value and Service
- Purchasing and Procurement in a Commercial Environment
- Distribution

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020) : February 1, 15, 29 / March 21

Programme Fee
Free to Springboard eligible participants

Commencing
September 2019

Duration
1 year: 24 weeks 7.00pm-9.00pm
Tuesday and Thursday plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050
Certificate in Operations, Quality and Lean Management

Aim of Programme
This programme is suitable for those who wish to develop their careers in the Manufacturing Med-Tech, and Engineering and/or service sectors with a specific interest in the area of Quality Operations, and will satisfy the minimum-skilled requirements for an individual wishing to commence work in an Operations, Quality and Lean Management environment.

Programme Content:
- Business Management
- Introduction to Statistics
- Fundamentals of Quality Assurance
- Operations Management
- Quality Management
- Lean Management
- Professional Development and Career Planning
- Learning and Development for Higher Education

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or Any QQI level 5 qualification is acceptable.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

*This programme is free to all eligible participants and will be delivered regionally in Longford, Tullamore, and locally in Athlone IT, commencing this September 2019. See Website for details: www.AIT.ie.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020): February 1, 15, 29 / March 21

Athlone - Monday and Wednesday
Longford - Tuesday and Thursday
Tullamore - Tuesday and Thursday

Programme Fee
Free to Springboard eligible participants

Commencing
September 2019

Duration
1 Year 24 Weeks (Two evenings per week) (TBC)
6.00pm to 10.00pm plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050
Certificate in Supervisory Management and Team Leadership

The perfect introductory programme for supervisors, middle managers and/or for those aspiring to be supervisors or managers.

Aim of Programme
This programme is aimed at those already working in an operative/team leader/supervisory manager role or aspiring to do so. It is also suitable for unemployed persons that meet the entry requirements. The programme covers the technical, managerial, interpersonal, and leadership knowledge, skills and competencies required for supervisory and team leadership/management roles in organisations.

This programme will give learners the opportunity to further their skill, or re-skill and make a positive contribution to the economy through gaining an understanding of the dynamics of business and in particular from a leadership and management perspective ensuring that they are better at making decisions, solving problems and skilled for the workplace of the future.

Programme Content:
- Leadership and Management
- Human Resources and Development
- Reflective Practice in the Workplace
- Project, Business and Operational Planning
- Group Project and Integrative Learning
- Financial and Management Accounting

Progression
On completion of this programme, students will be eligible for direct entry to year two of the Higher Certificate in Business Studies (Level 6).

Minimum Entry Requirements
Mature applicant or Grade O6 at ordinary level in five subjects in the Leaving Certificate examinations. Two of these subjects must be mathematics and a language (English or Irish). Or any QQI level 5 qualification is acceptable.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020): February 1, 15, 29 / March 21

Programme Fee
Free to Springboard eligible participants

Commencing
September 2019

Duration
1 year Monday and Wednesday 7.00pm - 9.00pm plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: (0)90 648 3050

Apply online at www.springboardcourses.ie
The construction industry is facing unprecedented change that is being driven by digital transformation.

This course focuses strategically on these changes and is designed to equip graduates with the essential skills to act as leaders in the digital construction environment both in the construction and civil engineering sectors.

**Aim of Programme**
This programme aims to provide extensive knowledge in the fields of BIM integrated design and project delivery approaches to deliver better whole life value through digital built environments. BIM is a process involving the structured sharing and coordination of digital and non-digital information about a building project throughout its entire lifecycle, from design to procurement, construction and operation and management stage, all the way through to demolition. There is a shortage of well qualified graduates who are capable of the efficient coordination of processes, workflows, people, assets and technology that BIM requires.

**Programme Content:**
- BIM Fundamentals
- BIM Collaboration
- BIM Infrastructure
- BIM Project

**Minimum Entry Requirements**
Level 7 in Construction, Civil Engineering or Equivalent or RPL.

**Induction**
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Programme Fee**
Free to Springboard eligible participants, or €575 for those in employment

**Commencing**
September 2019

**Duration**
1 year: Two evenings per week (TBC)

**Enquiries**
Joe Lawless - jlawless@ait.ie
Tel: 090 647 1824
Higher Diploma in Data Analytics

Aim of Programme
This Higher Diploma in Science in Data Analytics is a conversion course for those who already have a Level 8 honours degree, but not in a technical/scientific/numerate area. It is ideal for those who find their job has taken them towards analytics, perhaps in a haphazard manner and want to formalise their knowledge with a recognised qualification.

Programme Content:
- Database systems
- Programming
- Data Analytics 1
- Probability and Statistics
- Advanced Databases
- Interpretation of Data 1
- Data Analytics II
- Data Analytics Project:
- Interpretation of Data 2
- Data Analytics Case Studies
- Work based project

Minimum Entry Requirements
A Level 8 Honours degree or equivalent in any discipline. Please note a Level 8 Higher Diploma does not meet the entry requirements.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €700 for those in employment

Commencing
January 2020

Duration
2 years: Tuesday and Thursday 7.00pm to 9.00pm
Plus two Saturdays per semester

Enquiries
Katherine Begley - analytics@ait.ie
Tel: (0)90 647 1892
Higher Diploma in Leadership

The Higher Diploma programme will help participants to develop their effectiveness and skills to help organisations to thrive and enact change successfully.

Aim of Programme
A varied syllabus will examine leadership from a number of different perspectives and will challenge learners to apply their learning to their own working contexts. Participants will not only learn through application to their own previous or current work contexts but (through their participation in the AIT online learning platform), they will be immersed in a community of learning with fellow professionals and managers. This will deepen learning as participants will empathise with, analyse and problem-solve leadership challenges together.

Programme Content:
• Reflective Practice in the Workplace
• Leadership and Management Development,
• Aligning Resources and Plans
• Customer Relationship Management
• Developing People
• Group Project.

Progression
Graduates of this programme will be eligible to apply for the MBA and MBS within the AIT Business school and an array of level 9 programmes in other institutions.

Minimum Entry Requirements
Level 7 Ordinary Degree in any discipline or equivalent.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €583 for those in employment

Commencing
September 2019

Duration
1 Year Monday and Thursday
(Plus two Saturdays)

Enquiries
Katherine Begley - KMcloughlin@ait.ie
Tel: (0)90 647 1892

NFQ Level 8
(90 Credits)

Blended Learning

Apply online at www.springboardcourses.ie
Higher Diploma in Science in Computing
(Two Year Part-time)

This higher diploma programme provides formal education and training for graduates (in any discipline) who wish to pursue careers in areas related to computing and information technology.

Aim of Programme
This Higher Diploma in Science in Computing aims to facilitate the demand from Government and industry as well as meet the career needs of students from the BMW region and beyond. This programme focuses on the software design area which can be considered to lie closer to the more applied software engineering than pure computer science.

Programme Content:
- Computer Technology
- Data Applications
- Enterprise Applications
- Object Orientated Programming and Design
- Systems Analysis and Design
- Systems Development and Implementations

Minimum Entry Requirements
Students with a Level 8 honours degree in any discipline are eligible to apply to join this programme. Please note: a Level 8 Higher diploma does not meet these requirements.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020) : February 1, 15, 29 / March 21

Programme Fee
Free to Springboard eligible participants, Or €810 for those in employment

Duration
2 year Monday and Wednesday 7.00pm - 9.00pm plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: 090 648 3050
Higher Diploma in Science in Software Development (Cloud Application Development)

This Level 8 Award is specifically designed to up-skill graduates with the technical skills to build software applications that can be deployed to the cloud and accessed over the Internet. The programme consists of four Semesters of taught modules followed by Work Placement.

Programme Content:
- Object Oriented Programming 1
- Agile Design & Testing 1
- Network and Cloud Architecture
- Database Systems and Team Project 1
- Object Oriented Programming 2
- Agile Design and Testing 2
- Web Technologies and Team Project 2

Progression
Graduates who achieve honors in this programme are eligible to apply for taught Master of Science in Software Engineering or Master of Science in Applied Software Engineering at AIT or other level 9 programmes at other third level colleges.

Minimum Entry Requirements
Level 7 qualification in ICT related discipline (engineering or software).
Level 8 qualification in a non-engineering/ICT discipline.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants,
Or €750 for those in employment

Duration
Two semesters, plus placement

Enquiries
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877

Apply online at www.springboardcourses.ie
Postgraduate Certificate in Augmented & Virtual Reality

This programme places unique emphasis on design and experience evaluation of Virtual and Augmented Reality applications. It is targeted at graduates who already have a Level 8 ICT related qualification to upskill them in a very focused manner.

Aim of Programme
The Programme content is informed by cutting edge research and is informed with, and by, leading industry partners. Delivery will also include guest lecturers from industry experts in terms of opportunities within various application domains and with respect to specific skillsets required. The offering extends and complements the existing Athlone IT software design programs such as BSc (Hons) in Software Design (Virtual Reality and Game Development) as well as ongoing research in the Dept. of Electronics and Informatics and the Software Research Institute.

Programme Content:
• Immersive Experience and Game Technology
• User Experience
• Immersive Experience
• Team Project

Minimum Entry Requirements
Honours (Grade 2.2) degree or an equivalent qualification.

Induction
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, Or €294 for those in employment

Commencing
September 2019

Duration
15 Weeks, one evening per week Tuesday plus three Saturdays

Enquiries
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877

Join us at our information evening
Wednesday 4 September 2019
5.30pm to 8.30pm

Apply online at www.springboardcourses.ie
Originating in cryptocurrency, blockchain technology has applicability to industries as varied as health care, banking and manufacturing.

The global blockchain market size is expected to grow from USD 1.2 billion in 2018 to USD 23.3 billion by 2023. Despite the hype, blockchain is still an immature technology. Unstructured experimentation of blockchain solutions without due consideration of security implications has the potential to cause financial and reputational damage to early adopters.

**Aim of Programme**
The Programme will deliver these core competencies though four modules covering the above areas and which are described in detail below. The course places a very strong emphasis on practical hands-on training and practice in order to give the students a very focused and realistic experience of attack and defence approaches, mechanisms, technologies, and tools. Equal time is dedicated to both theoretical and practical aspects of the course.

**Programme Content:**
- Security in the Enterprise
- Blockchain Architecture
- Reviews Blockchain Data Security Policy
- IoT and Blockchain

**Minimum Entry Requirements**
Honours (Grade 2.2) degree in an appropriate engineering, computing or cognate discipline, or an equivalent qualification.

**Induction**
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Programme Fee**
Free to Springboard eligible participants, Or €294 for those in employment

**Commencing**
September 2019

**Duration**
Two semesters, one evening per week Thursday plus three Saturdays

**Enquiries**
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
This course is designed for graduates that already have an ICT related Level 8 qualification and wish to up-skill in the area of Cloud Native Computing.

**Aim of Programme**
Cloud-native applications are designed to capitalize on the scalability and flexibility of the cloud. In contrast to traditional monolithic applications, cloud-native applications are built using multiple, independent microservices that are deployed in cloud environments. Cloud-native development takes an agile approach to creating new applications. Using a DevOps-based continuing delivery model, software development teams can quickly, iteratively and automatically add new features to an application.

**Programme Content:**
- Operating Systems and Scripting Languages
- Programming Languages
- Containers & Cluster Management
- Cloud & Production Ready Microservices
- Continuing Integration & Delivery
- Team Project

**Minimum Entry Requirements**
Honours (Grade 2.2) degree in an appropriate engineering, computing or cognate discipline, or an equivalent qualification.

**Induction**
Institute induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

**Programme Fee**
Free to Springboard eligible participants, Or €294 for those in employment

**Commencing**
September 2019
As computers become smarter Artificial Intelligence (AI) is making strides in simulating human thinking. Creating computer systems that automatically improve with experience has many applications including robotic control, data mining, autonomous navigation, and bioinformatics. This course provides a broad introduction to machine learning and statistical pattern recognition. Students will learn about both supervised and unsupervised learning as well as learning theory, reinforcement learning and control.

**Aim of Programme**

The proposed course targets learner expertise and skills development within this rapidly developing and increasingly strategically important area. The vast accumulation of data and the inability for humankind to process this data unaided has led to an explosion in AI based solutions tailored to process, analyse, classify, and appraise this data.

**Programme Content:**
- Programming for Machine Learning and AI
- Datamining and Machine Learning
- Advanced Machine Learning and Neural Networks
- Data Visualisation and Storage

**Minimum Entry Requirements**

Honours (Grade 2.2) degree in an appropriate engineering, computing or cognate discipline, or an equivalent qualification.

**Induction**

Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

**Programme Fee**

Free to Springboard eligible participants, Or €882 for those in employment

**Commencing**

September 2019

**Duration**

Two semesters, one evening per week Monday plus three Saturdays

**Enquiries**

Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
Postgraduate Diploma in Advanced Polymer Materials

This is an applied multidisciplinary programme that gives learners an understanding of the material characteristics, processing behaviour, characterization and application of polymers for advanced manufacturing applications.

Aim of Programme
The programme will equip learners with knowledge of advanced polymer materials for manufacturing areas such as the medical device, automotive and pharmaceutical sectors. Graduates will be prepared to specify, work with and test polymer materials in addition to gaining hands on process knowledge and an appreciation for new and emerging materials and process methods.

Programme Content:
- Polymer Materials
- Polymer Processing
- Polymer Characterisation
- Polymer Chemistry and Physics I
- Polymer Materials II
- Polymer Processing II
- Polymer Characterisation II
- Polymer Chemistry and Physics II
- Project

Minimum Entry Requirements
A level 8 award in an engineering / science discipline or a level 8 award in any discipline with 2 years of relevant work experience in a manufacturing environment. Applicants that do not have the requisite academic qualifications may gain entry to the programme via Recognition of Prior Learning (RPL) in accordance with the institute's policies.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €600 for those in employment

Commencing
September 2019

Duration
Two semesters, two evenings per week (TBC)

Enquiries
Alan Mannion - amannion@ait.ie
Tel: 090 648 3089

Apply online at www.springboardcourses.ie
The Postgraduate Diploma has been specifically designed to meet the needs of both practicing middle and senior managers. Whilst there is a strong emphasis on academic applied content, much of the assessment has been designed to ensure that this is applied to a variety of organisational contexts.

Aim of Programme
The aim of the Postgraduate Diploma in Executive Management is to provide an educational experience which enables practicing managers to achieve an integrated understanding of the operation and strategy of management, and to develop appropriate intellectual and personal skills.

Programme Content:
- Strategic Management
- Financial Statement Analysis
- Applied Marketing Strategy
- Supply Chain Management
- Strategic Human Resources Management
- Innovation and Project Management
- Organisational Development and Leadership Change
- Economics and the Business Environment

Minimum Entry Requirements
Participants will be required to have at least five years work experience within a management role. In addition, candidates should hold a recognised level 8 degree in any field and/or a relevant professional qualification.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Saturdays
Saturdays Semester 1 (2019): October 5, 19 / November 9, 23
Saturdays Semester 2 (2020): February 1, 15, 29 / March 21

Programme Fee
Free to Springboard eligible participants, or €500 for those in employment

Duration
Two semesters, Monday and Wednesday 7.00pm - 9.00pm plus selected Saturdays

Enquiries
Janine King - jking@ait.ie
Tel: 090 648 3050
Postgraduate Diploma in Software Design with Cybersecurity

Cybersecurity is an emerging area of critical importance for the development of ICT skills as specified in a number of government reports; Technology Skills 2022 - Ireland’s Third ICT Skills Action Plan, Digital Transformation: Cybersecurity skills are in demand right across the cyber value chain from companies who design and develop security products using AI through to companies who wish to defend their enterprise operations.

Aim of Programme
The Programme will provide students with both theoretical and practical skills to understand and respond to computer security threats in the modern enterprise. It will arm them with a broad range of competencies to successfully engage in many different security career roles in the enterprise. Students will be given a comprehensive insight of the role and practice of security in the enterprise that will enable them to holistically understand the security context and to relate the security processes and lifecycle to the business activities of the organisation and to hence identify and prioritize security activities.

Programme Content:
- Introduction to Cryptography
- Security in the Enterprise
- Computer Security
- Network Security
- Object Oriented Programming 1
- Object Oriented Programming 2
- Continuing Build and Delivery
- Agile Design and Testing

Minimum Entry Requirements
Honours (Grade 2.2) degree in an appropriate engineering, computing or cognate discipline, or an equivalent qualification.

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 5.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €588 for those in employment

Commencing
September 2019

Duration
Two semesters, one evening per week Thursday plus three Saturdays

Enquiries
Enda Fallon - efallon@ait.ie
Tel: 090 647 1877
SPA Construction Management

This programme is a unique offering in Ireland and has been specifically designed to meet the modern requirements of a construction manager in a rapidly evolving sector.

The focus of this programme is on contemporary challenges such as the implementation of lean management processes and proficiency in Building Information Modelling (BIM) technology. Construction Economics and Costing, Site and Safety Management and Project Scheduling and Control are also key module components.

Aim of Programme
This programme is specifically targeted at those wishing to upskill in this very rewarding employment sector, and provides an excellent opportunity for jobseekers and for individuals wishing to study part time while also working. You will be exposed to a range of modules that are most relevant to Construction Management. Work experience and placement is key component of the programme, providing important support to the academic content and facilitating the accelerated development of candidates’ skillsets and understanding.

Programme Content:
- Project Management and Scheduling,
- BIM Management for Construction,
- Construction Economics and Procurement,
- Site Organisation and Management,
- Information Systems and
- Professional Development,
- Work Placement

Minimum Entry Requirements
Level 7 qualification in construction studies, construction management, civil engineering or related discipline. Candidates that do not meet the above criteria may be eligible for admission to the programme through the RPL (Recognized Prior Learning) route. (considered on an individual basis in accordance with the institute's policy on RPL).

Induction
Institute Induction is on Saturday 21 September 2019 from 9.30am to 1.00pm. Attendance on that date is compulsory.

Programme Fee
Free to Springboard eligible participants, or €360 for those in employment

Duration
Two semesters, two evenings per week (TBC)

Enquiries
Joe Lawless - jlawless@ait.ie
Tel: 090 647 1824
1. Staff of the Faculty of Continuing, Professional, Online and Distance Learning
Dean of Faculty: Dr Michael Tobin.
Head of Department of Lifelong Learning
Seadna Ryan, Tel: 090 6483050
Support Staff - Tel: 090 6483050
Janine King: jking@ait.ie
Jenny Burke: jcooper@ait.ie
Maria Slevin: mslevin@ait.ie
John Carroll: johncarroll@ait.ie

2. Academic Calendar and Institute Regulations
The Institute Academic Calendar will be issued to all registered students on the first night of their chosen programme.

Indicative Academic Calendar for 2019/2020
Term One - Weeks commencing 2 September to 2 December 2019.

Mid Term - Week commencing 28 October 2019
Semester One Examinations - Weeks commencing 9 and 16 December 2019.

Term Two - Week commencing 13 January to 23 March 2020.
Easter Break - Weeks commencing 6 April and 13 April 2020.

Semester Two Examinations - Weeks commencing 27 April and 4 May 2020.

All registered students must adhere to the Institute Regulations. These can be found in the Student Handbook available at www.ait.ie/handbook.

3. ACCS
The ACCS (Accumulation of Credits and Certification of Subjects) scheme allows students to follow any subject on an approved programme, and to be awarded a single subject certificate on successful completion of the subject.

4. Start Dates of Programmes
Programme start dates are specified in detailed programme profiles. It is the responsibility of each student to ensure that they are aware of the specific start date for their chosen programmes. We do not send letters to students confirming start dates. All programmes will start on dates stated in this prospectus.
5. Programme Fees
All programme fees are stated in the relevant programme details in this prospectus. Except where stated programme fees cover the cost of tuition only and refer to the programme or academic year as appropriate.

Additional fees may arise during the programme for photocopying, books etc. Some programmes require students to pay additional registration/examination fees separately (and in some cases directly) to the accrediting professional body. This is noted in the programme details in this prospectus. It is the responsibility of each student to ensure that such fees are paid on time. The Department of Lifelong Learning cannot be held responsible in instances where this does not occur.

Flexible Payment Option
We encourage all students to pay their programme fee in full on registration, however in some cases we recognise that this may not be possible. Therefore this year we have introduced a structured payment plan option, that is only available on programmes where the programme fee exceeds €1000.

The structured payment plan is as follows:

**Payment One**
Deposit of €550 on application

**Payment Two**
8 November 2019 €600
(or balance of fees if less than €600)

**Payment Three**
17 January 2020 €600
(or balance of fees if less than €600)

**Payment Four**
6 March 2020 €600
(or balance of fees if less or more than €600)

In order to avail of the structured payment plan option, applicants must complete and sign the relevant part of the application form and return to the Department of Lifelong Learning with the deposit of €550. Students may make earlier payments, and may pay more than the required amount by each date if they so wish.

Students who do not adhere to the structured payment plan option, (for example do not pay the required amount by the required date) may have their student services revoked, may not be allowed attend further classes or attend examinations until their account is back in good financial standing. Students will not receive notification of any results or transcripts if they have fees outstanding.

5. Tax Relief on Part-time Programmes
Since April 2001, the Revenue Authorities have simplified the system that allows tax relief on certain third-level programmes. You now can claim tax relief on fees paid for approved undergraduate, postgraduate, information technology and foreign language programmes.

Both undergraduate and postgraduate programmes must be approved by the Minister for Education and Science, and the tuition fees must be paid by the individual on his or her own behalf or on the behalf of a spouse, child or person’s legal guardian. To apply for the tax relief you will need an application form called IT31, which can be downloaded from the Revenue Commissioners website at www.revenue.ie this needs to be completed and returned with the receipt for the fees paid. If you are currently working and claiming relief on fees paid during the last tax year, you will need to send a copy of your most recent P60 with your application.

6. Examinations and Examination Fees
Registration for Examinations
For AIT accredited programmes (Higher Certificate, Degree, Honours Degree and Higher Diploma) there are three examination sessions per academic year. Semester One examinations normally take place in December. Semester Two examinations normally take place in May. Autumn repeats normally take place in August.

It is the responsibility of the student to make themselves aware of each examination session. It is also the responsibility of the student to ensure that they are registered for the relevant modules for each examination session.

For your information all students are automatically registered for all semester one and semester two examinations as per their programme schedule (you will find this in your programme manual). However in relation to repeat examinations (August) the student must register themselves. Repeat examinations are subject to an additional fee. The current fee is €100, and €130 for late applicants but this is subject to review on an annual basis. The process for a student to register for a repeat examination is managed centrally by the examinations office, and is subject to review, so please make yourself aware of what to do via the Institute website.

After you check your examination results, if you need to register for a repeat examination, return to the Institute website page which contained the link to your results. You will see a link to a document detailing how to register and pay for your repeat examination(s). You will also find details of the closing date for registration.

Please note that on AIT accredited academic programmes, the first attempt in a subject is included in your programme fee. Repeat examination fees will apply thereafter, as per Institute policy.
Examination Timetables
Examination dates are defined by the Examinations Office or relevant professional body, in consultation with the Department of Lifelong Learning. Examinations will normally take place between the hours of 9.00am and 6.00pm Monday to Saturday.

Examinations are delivered in accordance with the Institute's Marks and Standards. Changes are not permitted to the Examinations Timetable.

Students sitting AIT managed examinations are advised to check the online examination timetables regularly in case any changes take place. Students are also advised to reconfirm the date and time of each examination on the web based timetables within 24 hours of each scheduled examination. Students sitting external examinations must ensure that they are aware of external examination dates. In addition, students must ensure that they have registered for and paid the appropriate examination fee by the relevant closing date, where relevant. Students should make themselves aware of examination entry closing dates, fees etc.

Additional examination fees are payable separately and in some cases directly to professional bodies. The Department of Lifelong Learning is not responsible in instances where this does not occur.

On the morning or afternoon of the respective examination, candidates must present to the examination invigilator with an AIT student card or the relevant professional body student card, whichever is relevant prior to being admitted to the examination. Failure to do so will mean non-admittance to the examination.

Progression/Repeat and Attend Students are informed that it is not possible to progress to a subsequent higher year if they have failed in excess of 10 credits or one module.

In relation to progressing from a Higher Certificate (Level 6) to an Ordinary Degree (Level 7), or an Ordinary Degree (Level 7) to an Honours Degree (Level 8), students cannot progress if they have not successfully completed all modules of the full award.

In such instances, students have two options:
1) To repeat the examinations only, therefore the repeat examination registration process applies. For any further queries, please contact the Examinations Office.
2) To repeat classes and the examinations. For this a fee of approximately €500 per module applies. For further information please contact the Department of Lifelong Learning.

7. Refund Policy
Please note: The onus is on the student to notify the Department of Lifelong Learning in writing, in the event of their withdrawing from their programme for any reason as soon as is practicable.

Short programmes (3-12 weeks):
A full refund will be given if requested one week before programme commencement. A refund less administration fee (25%) will be given if requested where one class of the programme has taken place. Refunds are not available thereafter.

For programmes of 13 weeks or more:
A full refund will be given if requested one week before programme commencement. A refund less administration fee (25%) will be given where two classes of the programme have taken place. Refunds are not available thereafter.

Please Note: Requests for refund of programme fees must be made in writing to the Department of Lifelong Learning. A 25% administration fee is charged as per the above refund policy. Receipts must be produced when requesting a refund of programme fees.

8. Cancelled Programmes
As all Lifelong Learning classes must be self-financing, Athlone Institute of Technology reserves the right to cancel any class that is not financially viable prior to commencement. All registered students will be notified and all fees will be refunded automatically.

9. Programme Schedules
All registered students will be issued with a schedule/timetable as appropriate on the first night of their programme.

The Institute reserves the right to change the schedule of any programme outlined in this prospectus. The Department of Lifelong Learning or the lecturer may under unavoidable circumstances change the day and time of any class, (students will always be notified).

Please note that the number of weeks scheduled for each programme is approximate – some programmes may necessitate additional classes in order to complete the programme within the academic year and ensure that students are fully prepared for scheduled examinations. In general these extra classes will be scheduled on Saturdays.

Some programmes listed in this programme have been scheduled with Saturday classes – this is noted in the individual programme description. The following dates are the Saturdays that the Institute is open for the academic year 2019/2020. Any Saturday classes necessary will be scheduled on one/some of these dates:
10. Library
Registered part-time students on Academic/Professional and/or AIT accredited academic programmes may avail of the Institute’s library facilities. Details of library services for such students are available www.library.ait.ie

Library Opening Hours
Monday to Thursday: 9.15am to 9.45pm
Friday: 9.15am to 4.00pm
Saturday: opening hours will vary throughout the academic year.

Please contact the Library to clarify these if you wish to use the facilities in the evening time or on Saturdays

11. Institute Regulations
All students are required to make themselves aware of the Institute Regulations. A copy of the Student Handbook is available to download from the Institute website www.ait.ie. All students sitting AIT programme examinations are required to have read the Examination Regulations contained in the Student Handbook.

12. Banking
Bank of Ireland operates a full on-campus banking service. An ATM facility is also available in the Institute’s reception area.

13. Restaurant Facilities
The Institute has a restaurant, which serves meals and snacks each day between 9.00am and 8.45pm, Monday to Thursday, 9.00am to 2.00pm on Fridays and 9.30am to 12.00pm on Saturdays.

14. Parking Facilities
Adequate facilities are provided at the side and rear of the Institute. Cars may only be parked in authorised areas. Vehicles parked in non-designated areas will be clamped. The release fee is approximately €80.

Please note that if you wish to come to the Institute and park before 6.00pm, you MUST have a student parking permit. These are available from APCOA via the AIT website – www.ait.ie go to quick link for Parking on bottom right hand side. The cost for a permit for the academic year is approximately €20.

Please note there are penalties in place if you do not adhere to these rules. These are outside the control of the institute.

15. Institute Identity Card
Only students registered on programmes leading to Academic Awards and Professional Awards will be issued with an Institute Identity Card. This card also allows access to the Institute’s library computer and photocopying facilities.

16. Academic Content
Please be aware that the Institute reserves the right to change academic content and structure of all programmes.

17. Terms and Conditions
The Institute is a Data Controller and will comply with its obligations under existing or future Data Protection and Freedom of Information legislation. Further details regarding how your data is stored and processed is available in our full Data Protection guidelines at (www.ait.ie/gdpr).

You must agree to the Terms and Conditions in order to register as a student with Athlone Institute of Technology.

Occasionally, it may be necessary for the Institute to send a text message or an email in relation to your registration status, changes to timetable or institute business of which you need to be aware.

Your consent will be required at the time of application, please indicate your preference on the application form.
Welcome to REGARI Recovery College, a mental health, wellbeing and recovery education centre. We are very excited about continuing our journey of recovery, learning, sharing and hope and we sincerely hope you will join us.

Vision
REGARI Recovery College is a community based initiative that will empower you to become an expert in your own self-care and enhance skills and confidence to manage your own recovery through education in mental health and wellbeing.

Mission
• To promote social inclusion and community involvement.
• To develop and deliver modules through working in partnership with people with lived experience of mental health challenges, family members, carers, people working in mental health and others.
• To make these modules available throughout Roscommon, East Galway and Athlone Institute of Technology.
• To promote a culture of change to ensure an environment of mutual respect, opportunity, control and hope.

Our Autumn/Winter term 2019 in AIT will run on a Thursday evening 6.00pm to 9.00pm starting in early October in room D03. The modules we will run are:

1. September 19th: Exploring Sexuality
2. September 26th: Eating Disorders
3. October 3rd: Discovering My Spark
4. October 10th: Overcoming Setbacks
5. October 17th: A World Without Labels
6. October 24th: Suicide In Society
7. October 31st: Psychology of Wellbeing

Our Autumn/Winter 2019 Prospectus will be available in early autumn, we will be present at the AIT Lifelong Learning Open and Information evening in September where you can pick up a brochure and register for the module(s) of your choice.

Would you like to be added to our mailing list? If so please contact...

Amanda & Chloe
Peer Educator
REGARI Recovery College,
The Lodge,
Athlone Road,
Roscommon
Call: 086 1304869  Email: regarirecoverycollege@gmail.com
Do you have an innovative business idea?

NEW FRONTIERS PROGRAMME

New Frontiers is Ireland’s national entrepreneur development programme, funded and coordinated by Enterprise Ireland and delivered in the Midlands Mid-East region by Athlone Institute of Technology in partnership with Maynooth University.

New Frontiers 2019 offers:
- Structured business development training over an intensive 6-month period commencing in September 2019
- State-of-the-art start-up facilities at Athlone Institute of Technology and Maynooth University
- Funding of up to €15,000
- Access to the facilities and resources of AIT and Maynooth University
- Access to industry expertise and networks
- Business strategy development, planning and execution
- 1:1 mentoring and business coaching
- Web hosting and support from Amazon worth €15,000
- Support in winning €50,000 Competitive Start Funding from Enterprise Ireland

Pre-Programme 2019
Business Feasibility Workshops
A series of Workshops to help prospective entrepreneurs to develop their business proposition will be held in AIT and Maynooth University in June-July 2019. Participants who complete the Workshops will be encouraged to apply for New Frontiers Programme 2019 commencing in September.

APPLICATIONS ARE NOW INVITED FOR NEW FRONTIERS PROGRAMME 2019.
For more information please see www.ait.ie/newfrontiers
What our students say...

"Everyone is so HELPFUL"

"The staff were very SUPPORTIVE"

"The registration and induction process is EXCELLENT"

"Everything is very ORGANISED"

"I found my engagement with the department very ENCOURAGING"

An Roinn Foghlama ar Feadh an tSaol
Institiúid Teicneolaíochta Bhaile Átha Luain
Bóthar Bhaile Átha Cliath, Baile Átha Luain, Co na hIarmhí

Phone: + 353 (0)90 648 3050
Email: lifelonglearning@ait.ie
Web: www.ait.ie

Department of Lifelong Learning
Athlone Institute of Technology
Dublin Road, Athlone, Co Westmeath, Ireland

Springboard+ is co-funded by the government of Ireland and the European Social Fund as part of the ESF programme for employability, inclusion and learning 2014 - 2020