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WELCOME

We know the idea of moving on to College can be both daunting and an exciting step forward in your future. We hope this Course Guide will help you to explore your options and find out more about us and the courses we have available. We offer a wide range of courses in a variety of subjects, with employability embedded from the very start to ensure you get the best opportunities possible, whether you decide to progress onto university or move into full-time jobs.

We are Central London's top vocational College, Central London's top College for results and have achieved the best results for Apprenticeships in the country, providing outstanding education and training to enable you to achieve your full potential. Our vision is to be excellent in every way. We are extremely proud of the many thousands of students who have discovered their true potential and changed their lives by studying with us.

Students are at the heart of everything we do and in our most recent Ofsted inspection we were graded 'good'. Our tutors, lecturers, enrichment and support staff care about your achievements and are here to help and guide you. Our award-winning Paddington Green Campus offers a 21st century learning environment with some of the best and most modern facilities and learning support.

We work in partnership with leading universities and have close links with multinational employers and organisations, ensuring our vocational courses give you the skills and experience to progress into employment within your chosen field.

We are passionate about education, so whatever you decide to study, I am confident we have a course for you. We look forward to welcoming you into our community.



Keith Cowell
Chief Executive Officer



REASONS TO STUDY WITH US

- We are committed to supporting and guiding you through your journey with us and we care about getting you ready for further study and the world of work.
- Ofsted inspected us as 'Good' in June 2013, and even wrote in their report that, "For many students the college provides a haven in which they recognise and value the opportunity to improve their lives."
- This year we were named Central London's top vocational College for the third year running.
- We are also Central London's top College for results and have achieved the best results for Apprenticeships in the UK..
- Our students take part in national competitions and events including WorldSkills, National Theatre Connections and London Citizens.
- We have a great team of qualified advisors who can help and support you with career guidance, financial support and mentoring while you're with us.
- Our Paddington Green Campus offers an award winning learning environment with state of the art facilities including photography studios, a motor vehicle workshop and a recording studio.
- We are situated in Central London, close to Paddington, Edgware Road and Marylebone with excellent transport links.
- We have a dedicated Work Experience (WEX) hub and team who are committed to helping you get the best placements available.



TY OF WESTMINSTER COLLEGE





VISIT US

Our Open Days are a great way for you to find out more about us and get a feel for what it's like to be a student at City of Westminster College. You will meet teachers and students, find out about our courses and get a chance to see our great facilities. We will also have course and student advisors on hand to help you with any queries you may have.

We hold Open Days regularly throughout the year., so please check our website regularly for updates. To attend an Open Day, it is essential you book a ticket via our website **www.cwc.ac.uk/openday**

Due to overwhelming popularity, we are unable to admit visitors who have not registered and booked a ticket.



TALK TO US

Our dedicated and friendly Information and Advice team are located on the ground floor of our Paddington Green Campus and provide the following services:

Course Advice

- Information and guidance about course options at City of Westminster College
- Detailed information about each course can be found and printed from our website www.cwc.ac.uk
- For course advice only call **020 7258 2721** or email customer.services@cwc.ac.uk

Student Advice

- Safeguarding concerns
- Family difficulties
- Homelessness
- Sexual health concerns and condom distribution
- Personal and emotional support
- For more information email studentadvice@cwc.ac.uk

Financial Support

- Bursary and Learner Support Fund applications and queries
- Free meals in FE applications and queries
- Childcare queries

Drop in

Visit our Information & Advice Centre, Paddington Green Campus, Paddington Green, London W2 1NB.

Opening times: Monday, Tuesday, Thursday & Friday from 10am - 4pm and Wednesday from 11am - 4pm.

FIND US

PGC **Paddington Green Campus**

25 Paddington Green
London W2 1NB
020 7723 8826



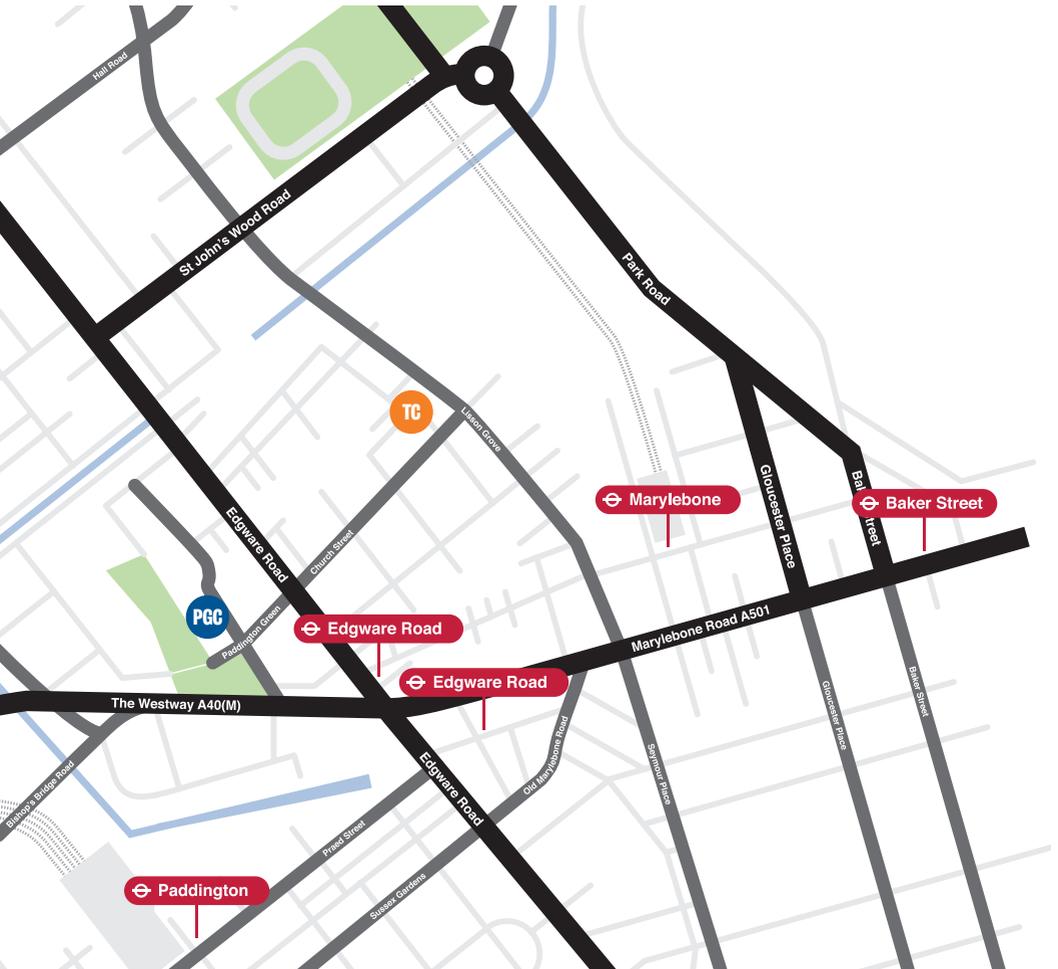
ABOUT US

MVC Maida Vale Campus

Elgin Avenue
London W9 2NR
020 7723 8826

TC The Cockpit

Gateforth Street
London NW8 8EH
020 7258 2925





CITY OF WESTMINSTER COLLEGE

PADDINGTON GREEN CAMPUS

25 Paddington Green, London, W2 1NB

020 7723 8826

Our award-winning Paddington Green Campus opened in 2011 and offers a mix of informal and formal teaching and meeting areas. With a large atrium, outdoor terraces and great views, this campus offers an inspiring sense of space and light.

This modern building offers state of the art facilities including a dark room and photography studios, TV and radio studios and Mac editing suites and an industry standard motor vehicle workshop. We also have a suite of Science laboratories fitted with the latest specialist technology.

The campus is close to underground and rail stations including Paddington, Edgware Road and Warwick Avenue, is served by major bus routes and has extensive motorbike and bicycle parking facilities.

 Edgware Road, Marylebone or Paddington

 6, 16, 18, 98, 332 or 414

 Paddington or Marylebone

MAIDA VALE CAMPUS

Elgin Avenue, London, W9 2NR

020 7723 8826

Located in Elgin Avenue close to Maida Vale, Westbourne Park and Warwick Avenue underground stations, our newly refurbished Maida Vale Campus opened in September 2017 and offers a mix of informal and formal teaching and meeting spaces. With outdoor terraces and bespoke teaching facilities, this Campus offers an inspiring sense of space and light.

Business Development, ESOL courses for adults and specialist provision for those with Learning Difficulties and Disabilities (LDD) are now based in the newly refurbished Campus, along with a new Employability Centre providing advice and support for those seeking employment, combined with focused short training programmes designed to assist individuals to get back into work.



Maida Vale, Westbourne Park or Warwick Avenue



6, 16, 31, 36, 98, 187, 328, 414



www.cwc.ac.uk
CITY OF WESTMINSTER COLLEGE
MAIDA VALE CAMPUS

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THE COCKPIT

The Cockpit, Gateforth Street, London, NW8 8EH

020 7258 2925

The Cockpit is a College-owned, purpose built, black-box commercial theatre in Marylebone, central London. Various spaces are for hire with up to 240 seats for shows, rehearsals, photo or film shoots, auditions, band practice, seminars or conferences.

For more information about hiring the space, as well as events and performance listings, please visit their website.

www.thecockpit.org.uk

mail@thecockpit.org.uk



Edgware Road, Marylebone or Paddington



6, 16, 18, 98, 332 or 414



Paddington or Marylebone

**The
Cockpit**





HOW TO APPLY

Choose your course

Have a look through this Course Guide or go to www.cwc.ac.uk to view all the courses we have on offer. If you need help deciding, come along to one of our Open Days (details on page 9) to find out more about what's on offer.

Complete your application

Go to www.cwc.ac.uk and apply for any of our courses online.

If you would prefer to fill out a paper application form, you can request one by emailing customer.services@cwc.ac.uk or calling **020 7723 8826**.

Attend an interview

If you're suitable for the course, you may be invited for an interview and if you get the grades you need, you'll be invited to enrol with us in August 2018.

For more information

Call **020 7723 8826** or email customer.services@cwc.ac.uk



KEY

Further Education

- F.E.** The majority of our courses range from Entry Level to Level 3 and include both A-levels and Vocational courses. Most are delivered on a full-time basis to 16-18 year-olds and part-time to adults (19+). Some courses are only available to full-time 16-18 year-old students, while others are specifically taught on a part-time basis to adults. F.E courses usually range from one to two years in length and are generally free for 16-18 year-olds, while funding may be available to adults, dependent on their circumstances.

Higher Education

- H.E.** These courses are at university level (Level 4 and above) and are available to students aged 18 and over. They are generally delivered on a full-time basis unless stated otherwise. Student loans are available for most of these courses.

Short courses

- S.C.** Short courses are typically less than 12 weeks long, usually taking place in the evenings or occasionally on weekends and are aimed at adults.

Employer-led

- E** These include Apprenticeships and NVQs which vary in start date and length.

Duration

- 36 wks** There are a wide variety of courses running at City of Westminster College. Some courses will last a matter of hours whilst others can last up to two full years.

CHOOSING THE RIGHT COURSE LEVELS

Deciding what course is right for you is important and it's easy to get overwhelmed by all of the different levels and types of qualifications available to you. Our quick guide is designed to help you better understand the wide range of options available at City of Westminster College.

ENTRY LEVEL

If you have no formal qualifications then this could be a good place to start. Our ESOL courses are at Entry Level and are designed to give you an understanding of the English Language in preparation for a higher level course.

LEVEL 1

Level 1 courses provide a general introduction to skills, tasks and knowledge. If you have at least 2 GCSEs at Grade E/2 or above or an Entry Level qualification then a Level 1 qualification might be the right level for you.

COURSES

LEVEL 2

If you have at least 2 GCSEs at Grade D/3 or above or a Level 1 qualification, you could apply for a Level 2 course. Once completed, Level 2 courses are the equivalent of 4-5 GCSEs at Grade C/4 or above.

LEVEL 3

Level 3 courses such as A-levels and Vocational courses will further develop your knowledge and understanding of your chosen subject area. They generally last two years and enable you to earn UCAS points to go onto university or into employment. If you have at least 4 GCSEs at Grade A*-C/9-4 or a Level 2 qualification then you should be aiming at studying a Level 3 course.

LEVEL 4 AND ABOVE

These courses fall into the category of Higher Education and are equivalent to courses taught at universities. They help you gain specialist knowledge and understanding of a specific subject.

CHOOSING THE RIGHT COURSE QUALIFICATIONS

A-LEVELS

A-levels are academic qualifications awarded for successfully completing two years of study. Students are encouraged to study three or four subjects at A-level. Students can further their study by progressing to university.

ACCESS TO H.E DIPLOMAS

Our Access to H.E Diploma courses are accredited by the Open College Network London. These courses run for one year and are designed for adults who have previously missed opportunities to gain academic qualifications. You do not need specific qualifications to get onto an Access course, but you must be 19 years or over at the start of the course and be committed to studying intensively.

APPRENTICESHIPS

An Apprenticeship is a job combined with training so you can earn a wage while you learn and pick up recognised qualifications. Most training takes place both at your workplace and in College, but in some cases all training is provided in the workplace, with tutors visiting you. In order to undertake an Apprenticeship you must already be in suitable employment or have a firm offer of employment within your chosen occupation.

BTEC, UAL, NCFE, CACHE, CITY & GUILDS & IMI CERTIFICATES/DIPLOMAS

BTEC, UAL, NCFE, CACHE, City & Guilds and IMI Certificates and Diplomas are courses with a vocational focus recommended for those interested in a particular area of study e.g. Performing Arts or Information Technology. They are coursework based qualifications with very few or no exams and are continually assessed in order for you to review and improve your performance.

Please note: BTEC Level 3 Extended Diplomas are delivered as two one year programmes:

Year 1 – Subsidiary Diploma

Year 2 – Diploma/Extended Diploma

Students are expected to satisfactorily complete the Subsidiary Diploma programme prior to being considered appropriate for the Diploma or Extended Diploma.

HNCs, HNDs AND FOUNDATION DEGREES

Higher National Certificates (HNCs) and Higher National Diplomas (HNDs) are Higher Education courses and are university level qualifications, designed to give you specialist knowledge in your chosen field. Foundation Degrees are equivalent to the first two years of a degree and combine vocational and academic study. These, as well as our HNC and HNDs can lead to top-up degrees at a university.

NVQs

NVQs are vocational awards achieved through assessment and training, usually in the workplace. These are competence based qualifications where people learn practical, work-related tasks to help develop the skills and knowledge to increase their effectiveness.

EMPLOYABILITY

We are committed to developing the employability and enterprise skills of all our learners. Finding a job can be challenging and competitive and it is no longer enough to just have qualifications. Below are our nine key employability and enterprise skills which we embed in everything we do.



Self-management



Team-working



Business &
Customer Awareness



Problem Solving



Communication
& Literacy



Application
of Numeracy



Application of IT



Self Perception



Attitude Towards
Progression

As part of our 16-18 Study Programmes you will have all of our employability and enterprise skills development embedded in your course. The College will work with you and employers to provide you with opportunities to get the skills you need to get on in the workplace.

COURSES

The College offers CV workshops, interview practice and job preparation workshops. We have a dedicated Careers Team who work closely with teaching staff and students. The College also has an Employer Engagement and Business Development Team who work with employers and businesses at both a local and national level. We have strong links with Apprenticeship agencies to ensure that students who want to find Apprenticeships are supported to make informed choices about their career and employment opportunities.

We have regularly Employer Aware Events that give learners the chance to meet with senior managers from a range of national businesses such as Lloyds Bank, Marks and Spencer, BSKyB, Bank of England, IBM, Google, BT, PWC, numerous football clubs and the Hilton Hotel chain.

We partner with employers to ensure our vocational provision is up to date and relevant, and teachers make links to employment in their teaching and assessment. We also provide visits to different work environments including hotels, construction sites and banks. We aim to provide all our students on 16-18 Study Programmes with a chance to take part in a work experience package - in many cases this will include a work experience or shadowing placement.

The College has a work experience (WEX) hub, dedicated to helping students in their search for work placement opportunities. Students are able to drop in for support and advice about work experience and can also apply for any placements that our dedicated Employability Team have sourced centrally.

Make sure you gain the additional skills that employers want at City of Westminster College by taking part in all employability related activities offered!

A-LEVELS

Biology	F.E.	2 yrs
Chemistry	F.E.	2 yrs
Drama & Theatre Studies	F.E.	2 yrs
English Language	F.E.	2 yrs
English Language & Literature	F.E.	2 yrs
English Literature	F.E.	2 yrs
Film Studies	F.E.	2 yrs
Government & Politics	F.E.	2 yrs
History	F.E.	2 yrs
Mathematics	F.E.	2 yrs
Media Studies	F.E.	2 yrs
Physics	F.E.	2 yrs
Psychology	F.E.	2 yrs
Sociology	F.E.	2 yrs

We offer a wide selection of academic subjects and you will study for A-levels over two years. Our tutors can offer you advice on your preference and guidance on the best combinations of subjects for your career pathway.

We have an excellent track record in teaching Humanities, Arts and English. Our students achieve better A-level results than most Colleges, and stand well above national averages. In many subjects the pass rates and proportion of students gaining higher grades is excellent.

We also offer a range of support to help you succeed, including improvement classes, numeracy, literacy support and learning support for study in lessons.

Your A-level programme will be made up of three subjects, tutorials and employment skills including work experience.

COURSES

General entry requirements:

To study three subjects at A-level, you will need to pass six GCSEs at Grade A*-C/9-4, including English Language. If you want to do Science subjects then you will need to have Maths GCSE at Grade B/6 along with Sciences at Grade B/6 or above. To study Humanities subjects, you will need at least one Grade B/6 in the Humanities subject you wish to study.

Regardless of what subjects you apply for, the expectation is that your GCSE qualifications will be full time courses with grades obtained through examinations. Other qualifications are valued and will help us understand your strengths, but we will assess your application on your predicted or known GCSE grades only. So, if you have a BTEC or a GCSE in a foreign language for example, we will look at this but it will not necessarily mean you fulfil the entry criteria.

Students with previous A-level experience, including re-sit applications:

Applications from students who have previously studied A-levels will be considered on a case-by-case basis, only where general or subject-specific entry criteria are met and we are satisfied with your reference and rationale for wanting to restart.

Features

- Small class sizes
- Enthusiastic teachers
- Leading facilities
- Additional support classes

COURSES

ACCESS TO H.E. DIPLOMAS

Access to H.E. Diploma in Business	F.E.	36 weeks
Access to H.E. Diploma in Computing	F.E.	36 weeks
Access to H.E. Diploma in Pharmaceutical & Biomedical Science	F.E.	36 weeks
Access to H.E. Diploma in Science	F.E.	36 weeks

Our Access to Higher Education Diplomas are accredited by the Open College Network London. These courses run for one year and are designed for adults who have previously missed opportunities to gain academic qualifications that enable them to go to university.

You must be 19 years or over at the start of the course and committed to studying intensively. You will need a GCSE Grade C/4 or above in either English or Maths and be prepared to study either English or Maths GCSE alongside the main Access qualification. You must demonstrate an aptitude for this level of study by gaining satisfactory entry test results in literacy, numeracy and a specific written test designed for your chosen curriculum area.

Access to H.E. courses will equip you with high levels of motivation to move on to further study at university level. The College is proud of the many students who have succeeded in winning places at university – some with scholarships. Access to H.E. courses are Level 3 and are equivalent to courses such as A-levels or BTEC Level 3 Extended Diplomas.

Features

- Modern facilities
- Small class sizes
- Advanced Learning Loans available
- Bursaries available (depending on eligibility)
- Financial support for childcare (depending on eligibility)



COURSES

ACCOUNTING

Bookkeeping Level 1 (Evening) Sept and Jan start	F.E.	18 weeks
AAT Level 2 Foundation Certificate in Accounting (Day) Sept and Jan start	F.E.	18 weeks
AAT Level 2 Foundation Certificate in Accounting (Evening) Sept start	F.E.	36 weeks
AAT Level 2 Foundation Certificate in Accounting (Evening) Jan start	F.E.	18 weeks
AAT Level 3 Advanced Diploma in Accounting (Day or Evening) Sept start	F.E.	36 weeks
AAT Level 3 Advanced Diploma in Accounting (Day) Jan start	F.E.	36 weeks
AAT Level 4 Professional Diploma in Accounting (Day or Evening)	F.E.	36 weeks

The financial world is an exciting one with lots of career opportunities available. It's not just banks and accountancy firms who need people with financial skills - most companies across every industry will need someone who's good with numbers.

We offer a supportive and friendly learning environment and our experienced and well qualified lecturers are used to assisting our students with exam preparation. Our exam pass rates are well above the national average.

We have very flexible provision at the College with courses available during the day and in the evenings.

Features

- Excellent pass rates
- Small class sizes
- Bursaries available for eligible learners
- Links with world class employers

Career Paths:

Accountant, Auditor, Bank Cashier, Bookkeeper, Credit Controller, Finance Officer, Financial Services Advisor, Payroll Assistant, Revenue Manager, Tax Inspector



COURSES

APPRENTICESHIPS

Apprenticeship in Plumbing	E
Apprenticeship in Accounting Level 2	E
Apprenticeship in Business Administration Level 2	E
Apprenticeship in Customer Service Level 2	E
Apprenticeship in Health & Social Care Level 2	E
Apprenticeship in ITQ Application Users Level 2	E
Apprenticeship in Retail Level 2	E
Apprenticeship in Team Leading Level 2	E
Apprenticeship in Accounting Level 3	E
Apprenticeship in Building Services Design Technician Level 3	E
Advanced Level Apprenticeship in Building Services Engineering Technology and Project Management Level 3	E
Apprenticeship in Business Administration Level 3	E
Apprenticeship in Civil Engineering Technician Level 3	E
Apprenticeship in Customer Service Level 3	E
Apprenticeship in Employment Related Services Level 3	E
Apprenticeship in Health & Social Care Level 3	E
Apprenticeship in ITQ Application Users Level 3	E
Apprenticeship in Licensed Hospitality Level 3	E
Apprenticeship in Management Level 3	E
Apprenticeship in Social Media Level 3	E
Apprenticeship in Business Administration Level 4	E
Apprenticeship in Construction Management Level 4	E
Apprenticeship in Facilities Management Level 4	E

Features

- Earning a salary
- Getting training in the skills employers want
- Excellent progression opportunities for study or in the workplace
- Increased future earning potential
- Learning at a pace suited to you
- Support of a workplace mentor
- Paid holiday

COURSES

Apprentices earn a wage in a job and work alongside experienced staff to gain job-specific skills. Off the job, usually on a day-release basis, you will receive training to acquire the knowledge to underpin practical work-based skills and work towards nationally recognised vocational qualifications. Apprenticeships can improve an organisations productivity, performance and profitability, and are an effective means of filling skills gaps in the current and future workforce.

Apprenticeships normally take one to two years to complete depending on the level of study, your ability and the industry sector.

We offer a range of Apprenticeship frameworks which are applicable to a wide range of industries. We work with employers to create Apprenticeship programmes which allow employees to quickly progress within their field on the job, through our supported Apprenticeship programme.

Do you qualify?

In order to undertake an Apprenticeship, you will need to have a job with a contract of employment for at least 30 hours per week or have a firm offer of employment within your chosen occupational area. If you don't have a job and are looking for vacancies log onto the National Apprenticeship Service website: **www.apprenticeships.org.uk** and register your details. Alternatively, we may be able to support you in finding an Apprenticeship placement. We have some fantastic opportunities with great employers. To find out more, please contact our Business Development Team on **020 7258 2711** or email **business.development@cwc.ac.uk** to be invited to one of our Apprenticeship recruitment days.





COURSES

ART, DESIGN & PHOTOGRAPHY

UAL Level 1 Diploma in Art & Design	F.E.	1 yr
UAL Level 2 Diploma in Art & Design	F.E.	1 yr
UAL Level 2 Diploma in Art & Design (Photography)	F.E.	1 yr
UAL Level 3 Diploma/Extended Diploma in Art & Design (Photography)	F.E.	1/2 yrs
UAL Level 3 Diploma/Extended Diploma in Art & Design (Graphics/3D)	F.E.	1/2 yrs
UAL Level 3 Diploma/Extended Diploma in Art & Design (Textiles/Fashion)	F.E.	1/2 yrs
UAL Level 3 Diploma/Extended Diploma in Art & Design (Fine Art)	F.E.	1/2 yrs
BTEC Level 4 HNC Diploma in Photography	H.E.	1 yr

There are four main specialist areas within Art & Design: Fashion and Textiles, Photography, Fine Art and Graphic & 3D Design. In each of these areas you will be taught by an experienced teaching team with professional experience. They will push you to reach exciting, imaginative and challenging solutions, where aesthetics and function are balanced and ideas are thought-provoking and visually stimulating.

Features

- Two fully equipped industry standard photography studios
- Colour and Black & White dark room
- Dedicated creative workshops
- Wide range of resources
- End of year exhibition

COURSES

We offer courses from Levels 1-4, so whatever stage you're at in your education, we can guide you in developing your practical and academic skills. Our goal is to equip you with the tools you need to move onto Higher Education or straight into work.

Level 2 teaches a broad range of Art & Design skills that cover a range of disciplines.

At Level 3 you choose to specialise in either Photography, Graphics & 3D, Fashion & Textiles or Fine Art.

Technology and its use will play a key role in your study and creative practice. Vocationally, we will provide you with an awareness of historical, contemporary and emerging Art & Design issues, within your chosen specialist area as well as developing your practical skills.

We are one of the very best equipped FE Colleges in the country for Art & Design with a range of dedicated Art Studios, Photography Studios, a professional dark room and Apple Mac suites with a full range of professionally relevant software including Photoshop, InDesign and Illustrator and industry standard equipment including professional cameras.

We frequently work in partnership with a range of external companies, which provide work-related opportunities and the chance to exhibit work on a public platform. Our photography courses are supported by global organisation Trend Micro and this relationship benefits our students by offering them great opportunities such as real design briefs, external exhibitions, the opportunity to build professional contacts and for some, financial support towards study. Throughout all of our courses we embed employability skills and support you in applying for further study or employment.

Career Paths:

Animator, Architect, Art Curator, Art Director, Artist, Creative Director, Design Manager, Dressmaker, Exhibition Designer, Fashion Designer, Furniture Designer, Games Designer, Graphic Designer, Illustrator, Interior Designer, Jewellery Designer, Make-up Artist, Painter, Photographer, Picture Editor, Print Maker, Product Designer, Sculptor, Set Designer, Set Dresser, Special Effects Designer, Storyboard Artist, Stylist, Tailor, Visual Merchandiser, Web Designer

COURSES

BACK TO WORK

English for Work	S.C.
Close Protection	S.C.
Door Supervision	S.C.
Closed Circuit TV (CCTV)	S.C.
Construction Skills – CSCS CARD	S.C.
Retail, Customer Service and Hospitality	S.C.

We offer a number of free courses to help you on your way to a fulfilling career. Our programmes are aimed at developing English and Maths for Work skills, helping you find employment, and we can provide you with training in your chosen occupational area including:

Customer Services

Retail

Hospitality

Construction

Security

We also provide a high level of support to build your skills, confidence and ability to succeed in finding the right job for you.

We provide our learners with on-going support once they leave the course by providing them with access to our recruitment services and events through text messages and email alerts. For more information on our recruitment service go to our website www.cwc.ac.uk

Features

- Exclusive job vacancies
- Screening events
- Recruitment events
- One to one advice sessions
- Meet the Employer with leading employers



Fatim - Close Protection

COURSES

BUILDING SERVICES ENGINEERING

BTEC Level 1 in Construction and Engineering Technologies (16-18)	F.E.	1 yr
City & Guilds Level 1 Diploma in Plumbing Studies (16-18)	F.E.	1 yr
City & Guilds Level 2 Diploma in Plumbing Studies (16-18)	F.E.	1 yr
City & Guilds Level 2 Diploma in Plumbing Studies (19+)	F.E.	1 yr
City & Guilds Level 2 in Plumbing and Heating (16-18, 19+)	F.E.	2 yrs
City & Guilds Level 1 Diploma in Electrical Installation (16-18)	F.E.	1 yr
City & Guilds Level 2 Diploma in Electrical Installation (16-18)	F.E.	1 yr
City & Guilds Level 2 Diploma in Electrical Installation (19+)	F.E.	1 yr
City & Guilds Level 3 Award in Requirements for Electrical Installations BS7671 (19+)	F.E.	10 wks
BTEC Level 3 Diploma in Building Services Engineering (16-18, 19+)	F.E.	2 yrs
BTEC Level 4 HNC in Building Services Engineering (19+)	H.E.	2 yrs

COURSES

How would you like to live in a world without lighting, heating or clean water and sanitation? Everything that makes a building safe and comfortable to live or work in needs to be designed, installed and maintained by highly skilled people such as building services engineers.

We offer a range of courses taught by staff with extensive industrial experience for school leavers looking to embark on a career in building services and for employed candidates wishing to upskill.

Our courses in Electrical Installation and Plumbing allow students to progress into Apprenticeships and employment, eventually leading to qualified electrician or heating engineer status. Full-time 16-18 year old students take part in work experience, visits and project work with London based construction businesses. In addition to vocational learning, students are able to develop their English, Mathematics and employability skills to match the requirements demanded by industry and Higher Education.

For students employed in the construction and building services sectors looking to develop their design capabilities and career development prospects, we offer part-time courses at Levels 3 and 4 (HNC).

Features

- Taught by qualified industry professionals
- Dedicated workshops and learning environments
- Embedded employability skills
- Progression routes to Level 4

Career Paths:

Building Surveyor, Building Technician, Bricklayer, Carpenter or Joiner, Electrician, Facilities Manager, FLOORER or Tiler, Foreman, Heating Engineer, Plasterer, Plumber, Production Manager, Project Manager, Property Manager, Roofer, Site Manager





BUSINESS STUDIES

BTEC Level 1 Business and Administration	F.E.	1 yr
BTEC Level 2 Extended Certificate in Business	F.E.	1 yr
BTEC Level 3 Diploma/Extended Diploma in Business with specialist pathways	F.E.	1/2 yrs
Access to H.E. Diploma in Business	F.E.	1 yr
BTEC Level 4 HND in Business Studies	H.E.	2 yrs

The School of Business and Financial Services provides an environment where all things Business are taken very seriously with a bit of fun included. We provide the opportunity to study at Levels 1- 4 so wherever your previous expertise has taken you, we have a course to accommodate your current needs.

We encourage development of your employability skills at all times and expect you to relate all that you do to your future. As part of the course, you will be offered a work experience placement directly related to your career ambitions. Our teaching is of a high standard and involves a mixture of academic work with lots of practical application. You will take part in real life projects, like doing market research for companies such as Timberland and Vans and competing in charity fundraising challenges. Our Higher National Diploma offers practical help with progression into employment with CV workshops and interview practice with real life employers.

Students are also taken on visits to places such as the Business Start Up Show and the Bank of England and we regularly invite speakers into lessons from businesses such as Google, Amazon and Standard & Poor's. In the second year of our Level 3 course, students are offered the chance to take a specialist pathway in subjects such as marketing, law or accounting and this helps them decide on their career path or university choice prior to making their UCAS choices. The vast majority of our Level 3 students progress successfully to Higher Education where they do very well.

Career Paths:

Accountant, Account Manager, Advertising Executive, Bank Manager, Business Development Manager, Customer Services Manager, Events Manager, Financial Advisor, Human Resources Manager, Insurance Broker, Marketing Executive, Project Manager, Public Relations Executive, Recruitment Consultant, Retail Manager, Sales Manager, Stock Trader, Team Leader



Brianna - Level 2 Extended Certificate in Business

COURSES

CIVIL ENGINEERING, CONSTRUCTION & THE BUILT ENVIRONMENT

BTEC Level 3 Diploma in Civil Engineering

F.E. 2 yrs

BTEC Level 3 Diploma in Civil Engineering

F.E. 2 yrs

BTEC Level 4 HNC in Civil Engineering

H.E. 2 yrs

Construction is the creation of the built environment. It is everything around us that is human-made such as houses, roads, sports stadiums and airports.

We offer a range of courses for school leavers looking to begin a career in construction or civil engineering and for employed candidates wishing to upskill. All teaching staff have relevant industrial experience.

Our one year BTEC Level 1 Construction & Engineering course allows school leavers the chance to experience a range of craft construction, building services and engineering activities which potentially lead to Level 2 programmes in either construction, electrical installation, plumbing or engineering.

Full-time 16-18 students take part in work experience and work related projects with London based construction engineering companies.

In addition to the vocational learning, students are able to develop their English, Mathematics and employability skills to match the requirements demanded by industry and Higher Education.

We also have thriving Level 3 and Level 4 HNC part-time programmes for students employed in the construction and built environment sectors looking to develop their design capabilities and career development prospects.

Career Paths:

Building Inspector, Chartered Surveyor, Civil Engineer, Construction Manager, Estates and Facilities Manager, Film/Theatre Set Creator, Maintenance Manager, Premises Officer, Project Manager, Site Manager, Sub-Contractor, Surveyor

Features

- Taught by qualified industry professionals
- Dedicated workshops and learning environments
- Embedded employability skills
- Progression routes to Level 4



COURSES

EFL

English as a Foreign Language

First Certificate in English

S.C. 12 weeks

IELTS

S.G. 12 weeks

Our International department offer a small provision of EFL (English as a Foreign Language) courses delivered by highly skilled, experienced and specialist teachers. Both IELTS (International English Language Testing System) and FCE (First Certificate in English) courses are designed to prepare you for exams, which will enable you to start your journey into Higher Education and employment in the UK and internationally.

IELTS and FCE courses run two evenings a week for four hours over 12 weeks.

Features

- Flexible start dates
- Fully supported classes
- Focused on learning for employment

COURSES

ESOL

English for Speakers of Other Languages

ESOL for Adults	F.E.	36 weeks
ESOL for Young Learners	F.E.	36 weeks
English for Work (ESOL)	S.B.	36 weeks

The ESOL School offers a wide range of courses from Entry Level 1 to Level 2 which will appeal to you if English is not your first language. The courses are taught by a strong team of highly qualified teachers who are very experienced, skilled and committed and will go the extra mile to support you.

Our programme of courses consist of ESOL for Adults (daytime and evening), and ESOL for Young Learners. These courses run throughout the year from September to July at our Maida Vale and Paddington Green Campuses. These courses will help to improve your English language for writing, reading, speaking and listening skills, so that you can continue to study or find work.

Features

- Flexible start dates
- Fully supported classes
- Focused on learning for employment

COURSES

ENGINEERING

BTEC Level 1 in Construction and Engineering Technologies

F.E. 1 yr

BTEC Level 2 in Engineering

F.E. 1 yr

BTEC Level 3 Diploma in Engineering

F.E. 2 yrs

Our one year BTEC Level 1 Construction & Engineering course gives school leavers the chance to experience a range of craft construction, building services and engineering activities which lead to Level 2 programmes in either construction, electrical installation, plumbing or engineering.

Successful completion of our Level 2 Engineering programme can lead to Level 3 courses in either electrical/electronic engineering, mechanical engineering or civil engineering.

All full-time 16-18 students take part in work experience, visits and employability related project work in partnership with major engineering companies. In addition to the vocational and employability opportunities on offer, students are able to develop their English and Mathematics skills to match the requirements demanded by industry and Higher Education.

All teaching staff have relevant industrial experience.

Career Paths:

Aerospace Engineer, CAD Technician, Civil Engineer, Electronic Engineer, Engineering Technician, Mechanical Engineer, Motor Sport Engineer, Product Designer, Production Engineer, Welding Engineer

Features

- Dedicated workshops and learning environments
- Embedded employability skills
- Progression routes to Level 4



FRESH START

Fresh Start 1

NCFE Level 1 Certificate in Personal and Social Development (Oct start)

F.E.

12 wks

Fresh Start 2

NCFE Level 2 Certificate in Employability Skills (Jan start)

F.E.

12 wks

Fresh Start 3

NCFE Level 1 Certificate in Business and Enterprise (April start)

F.E.

12 wks

Sometimes we all need a fresh start. We recognise that some students can often face setbacks that are sometimes difficult to overcome. City of Westminster College offer a fantastic opportunity to get your College career on track and maybe even on the road to employment. Our Fresh Start courses help you focus on personal development and the skills you need to help you thrive in a life at College or in a job.

You will complete up to three modules, including Personal and Social Development, Employability, Enterprise and Business skills and if you're successful on the course, attend regularly and are punctual for each class, you'll have the opportunity to progress onto a vocational programme the following academic year.

If you're ready to get back on track and show the world what you are capable of, we can offer you amazing support, tuition and facilities to make it happen.

Features

- Small class sizes
- Progress onto full qualifications

COURSES

GCSEs & FUNCTIONAL SKILLS

Functional Skills Maths	F.E.	1.5 hrs
Functional Skills English	F.E.	1.5 hrs
GCSE Maths	F.E.	3 hrs
GCSE English	F.E.	3 hrs

English and Maths are an integral part of any 16-19 Study Programme. Any student who has yet to achieve a Grade C/4 in English and/or Maths at GCSE will undertake further study in these areas, working towards higher achievement.

The College follows the new 9-1 GCSE grading system in both English and Maths curriculums.

If a student has not previously studied GCSEs, they will be enrolled onto Functional Skills at the appropriate level.

Students who have achieved a Grade B/6 in Maths GCSE are encouraged to undertake further study in AS Maths as part of their study programme.

Features

- Fully supported learning
- Dedicated and enthusiastic teachers
- Small class sizes
- Embedded into study programme
- Improves your chances of employment or progression

COURSES

HEALTH & SOCIAL CARE

CACHE Level 1 Diploma in Health and Social Care	F.E.	1 yr
CACHE Level 2 Extended Diploma in Health and Social Care	F.E.	1 yr
CACHE Level 3 Certificate/Diploma in Health & Social Care	F.E.	1/2 yrs

If you are passionate about caring for others, and want to develop your knowledge and industry experience, City of Westminster College can offer you excellent support and tuition from tutors with strong industry experience.

Our Health and Social Care courses explore caring and safeguarding for adults and children and examine areas including physiology and psychology. They provide industry insight into professional practice and evaluating individual's needs.

The department also offers a fantastic range of trips including visits to the Museum of Childhood, the Technology Show for Special Needs and Nursery World. Students on our Level 3 course are required to undertake a specialist work-placement with an employer in the care sector, subject to meeting the relevant employment checks.

Career Paths:

Carer, Crèche Assistant, Dental Hygienist, Family Support Worker, Health Care Assistant, Midwife, Nurse, Nursery Assistant, Occupational Therapist, Radiologist, Social Worker, Speech Therapist, Teaching Assistant, Youth Worker

Features

- Work placement opportunities
- Strong practical emphasis
- Work ready qualifications



COURSES

HIGHER EDUCATION

BTEC HND in Business	H.E.	2 yrs
BTEC HNC in Business	H.E.	Pro rata
BTEC HNC in Civil Engineering	H.E.	2 yrs
BTEC HNC in Building Services Engineering (Mechanical)	H.E.	2 yrs
BTEC HNC in Building Services Engineering (Electrical)	H.E.	2 yrs
FdA Creative Music Production and Business (franchised provision at Community Music)	H.E.	2 yrs
Level 5 Diploma in Education and Training (In-Service)	H.E.	2 yrs
Level 5 Diploma in Education and Training (Pre-Service)	H.E.	1 yr

COURSES

Higher National Certificates (HNC) and Higher National Diplomas (HND) are Higher Education level courses - they are university level qualifications designed to give you specialist knowledge in your chosen field. Most of our programmes are two year full-time HNDs with the curriculum planned so that after the first year you could be awarded a HNC. These courses can also be taken part-time. We also offer some stand-alone HNCs, both part-time and full-time. Foundation Degrees are equivalent to the first two years of a Degree and combine vocational and academic study. These, as well as our Higher Nationals, can lead to top-up degrees at a university.

We offer an alternative Higher Education experience to university. With us you will study in smaller groups with highly supportive tutors and more individual attention. Also, our H.E. courses are more affordable than you might think and work out a lot cheaper than studying a similar qualification at University. With nothing to pay upfront, you will only have to pay back your tuition fee loan once you are earning a minimum of £21,000. For example, if you were earning £22,000 per year the repayment on a tuition fee loan might work out at just £7.50 per month.

We offer a Progression Pledge to our Level 3 students. If you successfully complete the course we guarantee you the offer of a place on an appropriate Higher Education course with us.

All places are subject to a satisfactory interview, reference and application.

Features

- Modern campus with excellent facilities
- Industry standard equipment
- Small class sizes
- Highly supportive teachers
- Lower costs
- Flexible modes of attendance in some cases







ICT

BTEC Level 1 Diploma for IT Users	F.E.	1 yr
BTEC Level 2 Diploma for IT Users	F.E.	1 yr
BTEC Level 2 Diploma for IT Users (Pre-Access course for adults)	F.E.	1 yr
BTEC Level 3 Diploma/Extended Diploma for ICT Practitioners	F.E.	1/2 yrs
Access to H.E. Diploma in Computing	F.E.	2 yrs
Games Design	S.C.	11 wks
Social Media Marketing	S.C.	8 wks
Microsoft Office - Excel	S.C.	1 day
Microsoft Office - PowerPoint	S.C.	1 day
Microsoft Office - Word	S.C.	1 day

The School of Information and Communication Technology (ICT) has a skilled team of lecturers delivering teaching to the highest standards across Levels from 1-3, enabling students to progress into employment in the field of computing technology and to progress through to university.

The School of ICT continues to develop its provision in response to the development of new and innovative technologies and leads in giving every student the opportunity to become a professional in the field of ICT.

Employability and enterprise skills are embedded in courses and we work with employers to ensure that our vocational provision meets the needs of both employer and student.

Career Paths:

Games Designer, Computer Technician, Data Consultant, Digital Marketing Officer, IT Analyst, Mobile App Developer, Network Engineer, Software Developer, Solutions Engineer, Systems Analyst, Technical Support Officer, Web Designer, Web Developer

Features

- Modern campus with excellent facilities
- Dedicated teaching staff
- Employability and enterprise are embedded

LEARNING DIFFICULTIES & DISABILITIES

Learning for Life and Work - Learning for Living	F.E.	2 yrs
Preparing for Adulthood	F.E.	1 yr
Learning for Life and Work - Learning for Work	F.E.	2 yrs
Skills for Work	F.E.	2 yrs
Into Work	F.E.	1 yr

We welcome learners with moderate, severe and profound learning difficulties or disabilities on a range of well-established specialist courses. Our well-supported classes have a maximum of 10 students and some of our Learning for Living groups only have four or five students with allocated one to one support. The additional support we provide enables students to achieve their goals and aspirations both educationally and socially, as well as have opportunities to be fully involved in decisions about their lives. Teaching and Learning support staff have a wealth of specialist knowledge and are all committed to ensuring our students are at the centre of what we do.

We are proud to announce that our specialist courses have just moved (September 2017) into our newly renovated Maida Vale Campus. This is an exciting move for us as we are now able to offer lots of new facilities and opportunities for our students, including a multi-sensory room, large accessible personal care room, specialist classrooms with ceiling tracker hoists and state of the art kitchens.

We are lucky to share our new campus with other groups of mainstream students which provides our students with opportunities to mix and become part of College's diverse learning community.

COURSES

The College offers a communicative, enriched, positive, safe, consistent, motivating and enabling environment, where all students can learn and thrive. Great emphasis is placed on students developing skills needed for independence and active participation in the community. Our students can access a variety of facilities in the local community, enabling them to consolidate and extend learning in real life contexts. This helps to increase the students' confidence and skills in a range of everyday living skills, offering age-appropriate motivational learning experiences and positively progress towards adulthood.

Students on our Preparing for Adulthood, Learning for Life and Work, Skills for Work and Into Work courses have access to our supported employment coordinator, who assists in finding students relevant work experience placements, volunteering opportunities and oversees the college's innovation award winning mini job scheme. The mini job scheme provides students with the opportunity to research ring fenced jobs, complete an application, attend an interview and undergo the college's recruitment process in order to achieve a fixed term contract and gain paid work as a college employee.

In order to access one of our specialist courses you must be between 16 and 24 and will be required to have an Education, Health & Care Plan. This is something that you will need to speak to your current school SENCO and local education authority about. We are happy to liaise with your SaLT, OT, Physiotherapist, teachers and other professionals and will be consulted by the local authority to ensure we can meet all your needs.

If you feel that these courses are right for you, we would be very pleased to arrange a visit, show you around our new campus and talk to you about the assessment process and the provision we offer. To help you make a decision about whether our college is right for you and make a smooth transition, we offer a LINK course or a number of college taster days.

If you are interested please email us at lldapplications@cw.ac.uk. If you prefer to call us you can speak to Chloe our LDD administrator on **020 7258 5638**, Gemma our Assistant Head of School on **020 7258 2802** or Phil our Head of School on **020 7258 2825** to make an appointment.



COURSES

MEDIA

UAL Level 1 Diploma Creative Media	F.E.	1 yr
UAL Level 2 Diploma Creative Media	F.E.	1 yr
UAL Level 3 Diploma/Extended Diploma Creative Media	F.E.	1/2 yrs

Our media courses specialise predominantly in Television and Film. Main topics covered include Moving Image, Single-camera Production, Multi-camera Studio Production, Digital Editing, Factual Programming, Single-camera Drama and Critical Approaches. Additional units for study may include Audio, Radio, Animation and Photography.

We offer a range of levels so that you develop your academic and practical skills while we work with you. We aim to support you in achieving your career aspirations by ensuring you are confident, well-informed and able to solve problems creatively. Our ultimate aim is to prepare you ready for the next step, whether that be in Higher Education or employment.

Throughout all of our courses we embed employability skills and support you in applying for further study or employment. We work in partnership with a range of external companies, which can provide work experience opportunities and whole group work-related projects. Recent projects have included producing Awards Ceremonies within the College and for external partners. The media team have an excellent working relationship with Westminster City Council and, as such, have provided them with corporate videos and, for the last three years, have been given access to document the Westminster Mile, working alongside professional journalists.

Within the College we have dedicated TV and radio studios and Mac editing suites. You will be taught by an experienced team; many of whom continue to work in the Creative Industries and others who continue to further their knowledge through advanced level research.

Career Paths:

3D Animator, AV Technician, Broadcast Engineer, Camera Operator, Digital Designer, Director, Floor Manager, Journalist, Lighting Technician, Producer, Radio Broadcast Assistant, Runner, Screen Writer, Sound Engineer, Special Effects Designer, Stage Manager, TV Presenter, Video Editor

Features

- TV Studio workshop
- Green screen
- Outdoor broadcasts
- Access to Adobe CC



COURSES

MOTOR VEHICLE MAINTENANCE & REPAIR

IMI Level 1 Motor Vehicle Maintenance and Repair	F.E.	1 yr
IMI Level 2 Motor Vehicle Maintenance and Repair	F.E.	1 yr
IMI Level 3 Motor Vehicle Maintenance and Repair	F.E.	1 yr
North London Garages GTA Apprenticeship Programmes		3 yrs
DIY - Motor Vehicle Maintenance	S.B.	11 wks

Our series of one year Motor Vehicle courses are approved by the Institute of the Motor Industry (IMI) and are designed to meet the needs of young people interested in a career in the engineering and retail motor industry.

Students have access to modern motor vehicle workshops and computer laboratories during their training at our Paddington Green Campus.

In addition to the vocational learning, students are able to develop their English and Mathematics skills to match the requirements demanded by industry.

Throughout all our courses we embed employability skills and support students in applying for further study or employment.

All our Motor Vehicle students will be guaranteed a selection opportunity to progress onto a North London Garages GTA Apprenticeship with day-release here at the College.

All teaching staff have relevant industry experience.

Career Paths:

Automotive Engine Tester, Electrical Engineer, Electronics Technician, Garage Worker, MOT Vehicle Examiner, Motor Mechanic, Motor Sport Technician, Motor Vehicle Body Repairer, Motor Vehicle Breakdown Engineer, Motor Vehicle Fitter, Technical Sales Engineer, Workshop Technician

Features

- Fully equipped motor vehicle workshop
- Employability and enterprise embedded
- Dedicated and enthusiastic teachers
- Ready for work qualification



COURSES

PERFORMING ARTS

UAL Level 1 Diploma in Performing Arts	F.E.	1 yr
UAL Level 2 Diploma in Performing Arts	F.E.	1 yr
UAL Level 3 Diploma/Extended Diploma in Performing Arts	F.E.	1/2 yrs

Our Performing Arts courses will develop your skills in drama, movement and voice. We have a range of levels on offer and are here to help you develop and grow, ensuring you gain both the practical and academic skills you need to progress either onto Higher Education, including drama school, or directly into work.

Gaining employability skills is extremely important to the teaching team; we ensure making you as employable as possible is at the centre of everything we do. We work with a number of companies who are able to provide work experience opportunities, both individually or as part of group-related project work. Recent projects have included a Children's Theatre tour to local primary schools, performing at both the Tricycle and Soho Theatres (in association with National Theatre Connections) and a Christmas production of Little Shop of Horrors at our Sarah Siddons Theatre. We also make regular visits to participate in workshops at professional theatres and to watch their productions.

Within the College we have a state of the art purpose-built theatre, a dance studio and workshop spaces. You will be taught by an experienced team; many of whom continue to work in the creative industries and others who continue to further their knowledge through advanced level research.

Career Paths:

Actor, Artistic Director, Casting Director, Choreographer, Dancer, Drama Coach, Performing Artist, Playwright, Producer, Prop Manager, Set Designer, Singer, Stage Hand, Stage Manager, Theatre Director, Theatre Producer

Features

- State of the art teaching theatre
- Dance studio
- Performances throughout the year
- Opportunity to perform in front of live audiences



COURSES

PUBLIC SERVICES

BTEC Level 1 Diploma in Public Services	F.E.	1 yr
BTEC Level 2 Certificate in Public Services	F.E.	1 yr
BTEC Level 3 Diploma/Extended Diploma in Public Services	F.E.	1/2 yrs

If life as a paramedic, police officer or member of the armed services appeals to you, then our Public Services courses will suit you perfectly.

Our industry-experienced staff provide an amazing insight into life in public services and prepare you in a structured and supportive environment. You will develop your employability skills, physical fitness and academic prowess, giving you the opportunity to enter employment when you finish the course or progress to university.

The success rates for our students are consistently over 90% and are significantly above the national average. A range of guest speakers are brought in throughout the course, giving you a rare insight into different public service careers with fun activities, assault courses and demonstrations. We offer outdoor adventure residential trips including camping, canoeing, orienteering, abseiling and climbing, as well as work experience opportunities and industry links designed to give you a head start in the career you want.

Career Paths:

Army Officer, Border Force Officer, Criminal Intelligence Analyst, Customs Officer, Firefighter, Paramedic, Police Officer, RAF Airman or Airwoman, Royal Marines Officer, Royal Navy Officer, Security Services Officer, Social Worker

Features

- Trips & visits
- Dedicated and enthusiastic staff
- Variety of learning environments
- Ready for work qualification





COURSES

SCIENCE

BTEC Level 1 Diploma in Applied Science	F.E.	1 yr
BTEC Level 2 Certificate in Applied Science	F.E.	1 yr
BTEC Level 3 Diploma/Extended Diploma in Applied Science	F.E.	1/2 yrs
BTEC Level 3 Diploma/Extended Diploma in Applied Science (Medical)	F.E.	1/2 yrs
Access to H.E. Diploma in Pharmacy	F.E.	1 yr
Access to H.E. Diploma in Science	F.E.	1 yr
GCSE Biology	S.C.	1 wk
A Taste of Nutrition	S.C.	11 wks
Beginners Astronomy	S.C.	6 wks
Criminal Psychology	S.C.	6 wks
Forensic Photography	S.C.	6 wks
Forensic Science Awareness	S.C.	6 wks

COURSES

The School of Science combines the academic studies of traditional subjects (Biology, Chemistry and Physics) with industry specific skills.

We offer courses that can lead to a range of scientific careers such as Biomedical Science, Forensic Science, Pharmacy, Medical Science and Radiography.

Considering the current economic climate, it is important to us that our students leave their course with the highest level of employability skills possible. With this in mind, the School of Science is an affiliate member of the British Science Association and Royal Society of Chemistry.

In addition to this we are active supporters of the WorldSkills UK competition which is part of Find a Future, a new organisation which brings together the Nation's flagship skills and careers experiences.

Our range of courses offer learning options for all, with BTEC Levels 1-3 aimed at students moving from Secondary to Further Education. For adult learners who may not have been in education for some time we offer daytime Access to H.E. Diplomas or GCSE Biology in the evening.

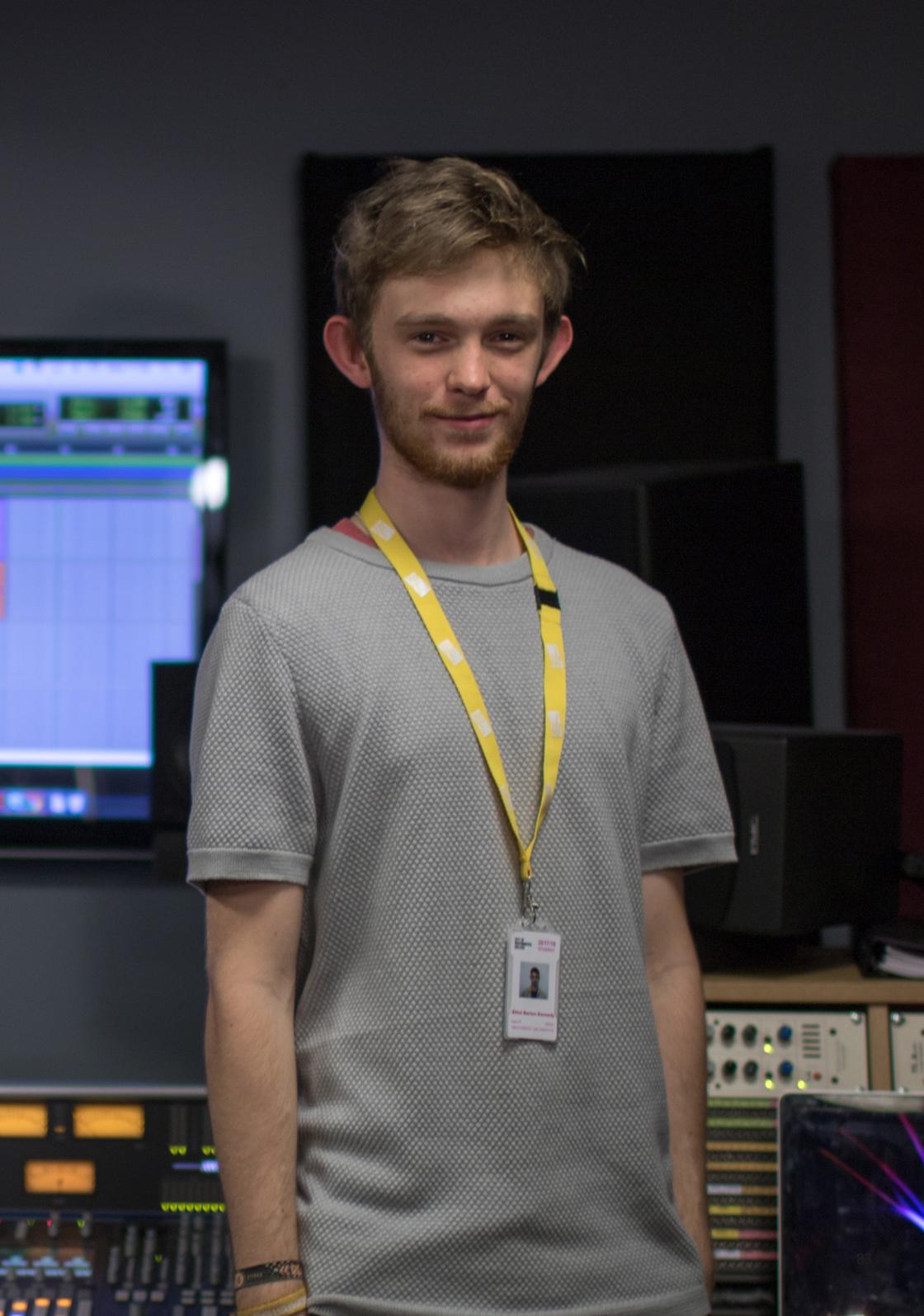
Features

- State of the art laboratories
- Opportunity to compete in national competitions
- Dedicated and enthusiastic staff
- Everything from short courses to full programmes

Career Paths:

Biomedical Scientist, Chemical Engineer, Chemist, Forensic Scientist, Laboratory Technician, Marine Biologist, Midwife, Nurse, Optician, Paramedic, Physiotherapist, Radiologist, Researcher, Science Technician, Scientist, Vet





SOUND & MUSIC

UAL Level 2 Diploma in Music	F.E.	1 yr
UAL Level 3 Diploma/Extended Diploma in Music (Performance)	F.E.	1/2 yrs
UAL Level 3 Diploma/Extended Diploma in Music Technology	F.E.	1/2 yrs
BTEC Level 4 HNC in Music Production	H.E.	1 yr
BTEC Level 5 HND in Music Production	H.E.	1 yr

Sound and Music offer a range of courses, whether your goal is to perform, write, record or produce your own music or to work in live sound. Topics may include Live Sound, Working as a Musical Ensemble, Composition, Music Business, Music in Society, Listening Skills, Music Technology, Sound for Film, Sound for Postproduction, Sound for Theatre Recording and Music Production Techniques.

We have a range of levels available and our aim is to help you to achieve your career aspirations by ensuring you are able to solve problems creatively and confidently by the time you leave the College, whether that be to continue on to Higher Education or into employment.

Level 2 is a broad Music course covering aspects of Music Production and Music Performance.

At Level 3 students choose to specialise in either Music Technology or Music Performance.

Our Level 4/5 HND Higher Education course is a Music Production course.

Career Paths:

DJ, Events Manager, Music Engineer, Music Producer, Musical Director, Musician, Performer, Promoter, Radio Technician, Record Producer, Singer, Songwriter, Sound Engineer, Soundscape Artist, Studio Technician, Theatre Director, Tour Manager

COURSES

We are one of the very best equipped FE Colleges in the country for Sound & Music with dedicated professional analogue and digital recording equipment including a 24-track recording studio (analogue and digital), a full recording suite with individual hardware workstations and mixers, a Mac music production suite with Pro-Tools and Logic Pro, an analogue Studer Tape machine and a Midus Live Sound set up. Students will have access to a fully functioning professionally equipped recording studio, rehearsal rooms and access to the College's dedicated professionally equipped Theatre for live sound and performances.

You will be taught by an experienced team with many years Music Industry experience. Students also benefit from regular guest lectures and master classes from music industry professionals.

Employability skills are embedded into all of our courses and we will support you in applying for further study or employment. The College benefits from partnerships with companies meaning students have the opportunities to gain both individual work experience as well as group project work. Recent projects have included collaboration with Media students (bringing together sound and moving image), live sound operation for award ceremonies and an in-house music festival with invited live bands.

Features

- Fully equipped recording studio
- Dedicated and enthusiastic teaching staff
- Practical experience with live events
- Industry standard software and equipment





SPORT

BTEC Level 1 Diploma in Sport and Active Leisure	F.E.	1 yr
NCFE Level 2 Diploma in Sport	F.E.	1 yr
Active IQ Level 2 Diploma in Health and Fitness - Gym Instructor	F.E.	1 yr
Active IQ Level 2 Certificate in Fitness Instructing (Gym-based exercise)	S.C.	14 wks
NCFE Level 3 Diploma/Extended Diploma in Sport and Physical Activity - Sport Pathway	F.E.	1/2 yrs
NCFE Level 3 Diploma/Extended Diploma in Sport and Physical Activity - Sport and Exercise Science Pathway	F.E.	1/2 yrs

If you have the ambition to compete in sport at the highest level, coach in an academy or become the CEO of Nike, studying Sport at City of Westminster College is the path for you.

The Sport department has a team of excellent teaching and support staff, who provide exciting trips to sites including Wembley Stadium, Manchester Velodrome and the Sky Sports Studios. Students also have the opportunity to represent the College in team sports including basketball and football. There are also a number of opportunities for you to take part in enrichment activities such as jujitsu and boxing.

While studying you will develop as an athlete, coach and personal trainer and be provided with work experience opportunities ranging from QPR Kicks to Nuffield, designed to give you a career path within the industry.

Lessons take place in our sports hall and fitness suite, which offer the latest resistance training equipment with special gym-membership rates for students.

Students can progress onto an HND course or a Bachelor Science degree in either, Sports Therapy, Sports Nutrition, Sports Coaching, Sports Studies, Sports and Exercise Science, Sports Massage as well as Sports Psychology.

Career Paths:

Community Sports Leader, Dietician, Fitness Instructor, Leisure Centre Manager, Lifeguard, Nutritionist, PE Teacher, Personal Trainer, Sports Agent, Sports Coach, Sports Journalist, Sports Physiotherapist, Sports Psychologist, Sports Referee, Sports Therapist.

Features

- Fully equipped gym
- Sport England standard sports hall
- Strong links to Industry
- Employability and enterprise skills embedded
- Trips and visits

COURSES

TEACHER TRAINING

Level 3 Award in Education and Training

F.E.

16 wks

Level 5 Diploma in Education and Training (In-Service)

H.E.

72 wks

Teacher Training is a well-established and growing area with a history of providing high quality Initial Teacher Education (ITE) courses. Our partners include leading universities, major education and training bodies, and local and national employers. Now, as an independent provider, we offer qualifications in Level 3 Award in Education and Training and Level 5 Diploma in Education and Training.

Our Level 3 course runs twice a year for 16 weeks and is perfect for those wishing to gain a 'licence to practice' qualification in the sector. Our Level 5 course also has two entry points in the year and is run part-time for teachers who are currently delivering at least 50 hours per annum in a Further Education (FE) College or adult learning / skills provider. The majority of our graduates go on to successful careers within the teaching and education sector.

Features

- Small class sizes
- Dedicated and enthusiastic staff
- Real teaching experiences







COURSES

TRAVEL & TOURISM

City & Guilds Level 1 Diploma in Travel & Tourism	F.E.	2 yrs
City & Guilds Level 2 Diploma in Travel & Tourism	F.E.	2 yrs
BTEC Level 3 Diploma / Extended Diploma in Travel & Tourism	F.E.	1/2 yrs
Certificate in Introduction to Cabin Crew	S.C.	2 yrs

If you see yourself working in Ibiza as a flight attendant or managing a chain of Hilton Hotels, Travel and Tourism at City of Westminster College have the course for you.

We offer a high standard of education and training which are intended to develop the professional standards and skills required to work within the travel and leisure sector. Our courses also include UK and European excursions giving students the chance to see Europe on a residential exchange programme, as well as the opportunity to experience a British Airways Training day and visit to sites including the South Bank and Cadbury World. You can benefit from first class work experience opportunities with some of the industry's leading organisations.

For those looking for direct entry to employment, we provide an Introduction to Cabin Crew short course. You'll study practical work-related projects with teachers who have years of real industry experience.

Career Paths:

Airport Customer Service Agent, Cabin Crew, Cruise Manager, Event Officer, Holiday Representative, Hotel Manager, Reservations Assistant, Tour Operator, Tourism Marketing Assistant, Tourism Officer, Tourist Information Centre Assistant, Travel Agent

Features

- Trips and visits
- Dedicated and enthusiastic staff
- Chance for residential exchange
- Fully equipped aeroplane cabin training room

COURSES

WORKFORCE DEVELOPMENT COURSES & NVQs

Diploma in Team Leading Level 2	E 12-18 months
Diploma in Customer Service Levels 2-3	E 12-18 months
Diploma in Business Administration Levels 2-4	E 12-18 months
Diploma in Advice & Guidance Levels 3-4	E 12-18 months
Diploma in Learning & Development Levels 3-4	E 12-18 months
Diploma in Management Levels 3-5	E 12-18 months
Diploma in Coaching & Mentoring Levels 4-5	E 12-18 months
TAQA Assessor Award Level 3	E 12-18 months
TAQA IQA Award Level 4	E 12-18 months
Diploma in Construction Site Management (Residential) Level 6	E 12-18 months
Diploma Construction Senior Management (Residential) Level 7	E 12-18 months

We meet the needs of employers by offering high quality work-based vocational learning in a wide range of industry sectors and skill areas. Employees can gain valuable skills while employers improve the efficiency and productivity of their business. We are flexible and business-focused, and our professional trainers design programmes that match the needs of your organisation. We also have an established and successful NVQ Assessment Centre.

COURSES

SHORT COURSES

Level 1 Award in Health and Safety in a Construction Environment	S.C.	1-2 days
CIBT Health Safety and Environmental Test (CSCS Card)	S.C.	1-2 days
CIEH Annual First Aid Refresher Qualification	S.C.	Half day
CIEH Level 2 Award in Emergency First Aid at Work	S.C.	1 day
CIEH Level 2 in Fire Safety Principles	S.C.	1 day
CIEH Level 2 Award in Food Safety Retail	S.C.	1 day
CIEH Level 2 Award in Food Safety Catering	S.C.	1 day
CIEH Level 2 Award in Food Safety Manufacturing	S.C.	1 day
CIEH Level 2 Award in Health and Safety in the Workplace	S.C.	1 day
CIEH Level 2 Award in Manual Handling (Principles and Practice)	S.C.	1 day
CIEH Level 3 Award in Health and Safety in the Workplace	S.C.	3 days
Closed Circuit TV (CCTV)	S.C.	4 days
Counter Terrorism Awareness	S.C.	Half day
Door Supervision	S.C.	5 days
Level 2 Award in Conflict Management	S.C.	2 days
Level 2 Award for Upskilling Door Supervision	S.C.	1 day
Level 3 Certificate in Close Protection	S.C.	15 days

Are you looking to develop your workforce but unable to commit to lengthy courses?

We run a wide range of short courses, which provide employees with the qualifications and skills needed to improve the way they work and make a positive impact on your organisation.

We also offer a variety of short leisure courses that run in the evenings and at weekends.

For an up-to-date listing of what we have to offer, go to www.cwc.ac.uk/shortcourses

INTERNATIONAL STUDENTS

We have a diverse, multi-cultural student and staff community of which we are very proud and we offer high quality teaching and learning across both our campuses. Our College is located in Central London (zone 1) with easy access to transport links. Applications are invited from November and enrolment onto most courses is in August/September of the following year.

As a College of Further Education, most of our courses are pre-university level. Our A-levels, Access to H.E Diplomas and Level 3 vocational courses will prepare you for entry to a UK university. We also offer a range of Higher Education courses at Levels 4 and 5 and an International Foundation Year which is primarily English with Business. For detailed course information go to our website at www.cwc.ac.uk

If you want to talk to us about our course offer, you can contact our Course Information Team via telephone +44 (0)20 7258 2721 or write to us by email at international@cwc.ac.uk

If you require further information about the British education system and the opportunities it offers, as a first step we suggest that you contact the British Council or the British High Commission in your home country.

COURSES

We should be able to offer you a place on a full-time accredited course after first establishing the following:

- Your academic ability to follow the course you have applied for
- Credible reasons for you choosing the course/level of study and choice of College
- Previous academic qualification achievement
- Availability to attend an interview either face to face or online
- Ability to pay your fees and to maintain yourself financially whilst studying in the UK
- Proof of identity including a copy of your current and valid passport
- English Language proficiency with an IELTS score of at least 4.5 and the ability to speak English which we will determine at your interview

Please visit our website at www.cwc.ac.uk for the latest information on our fees and requirements for student visas.

The College does not have facilities to host students in-house, although we can provide information on accommodation in home stay or student residences through accredited agencies.

For help with finding accommodation, or if you have any questions about studying with us please email international@cwc.ac.uk



Want to try
a university
course before
you apply?

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my CV to stand out

UNIVERSITY
COURSE



STUDENT SUPPORT

The Learner Services Team offer you support throughout your studies, even if the issue is unrelated to your course. If you need confidential advice or information on matters such as fees, financial support, immigration, childcare or other personal issues, we encourage you to get in touch with our Student Advisors. To contact an Advisor before you apply for a course, please email studentadvice@cw.ac.uk and arrange a time to speak to a member of the team.

Welfare

Our Student Advisors can offer you practical help and advice with:

- Accessing financial support available at College (including 16-19 Bursary, Free meals in FE, Discretionary Learner Support Funds & 19+ Advanced Learning Loan bursary)
- Support for Looked After Young People and recent Care Leavers
- Housing advice and support for young people needing emergency accommodation. (N.B.The College does not provide accommodation for students)
- Rights, entitlements and support for asylum seekers, refugees and people subject to immigration regulations
- Domestic violence - emergency advice and referrals to specialist support services
- Sexual health - free condoms and referrals to specialist services
- Benefits e.g. Job Seeker's Allowance/Income Support

Our Student Advisors are not immigration or benefit advisors. They will signpost you to relevant agencies.

Counselling

If you are experiencing personal difficulties which are affecting your wellbeing and/or ability to study, you can contact our Student Advisors. They can offer you the opportunity to talk through your feelings and concerns in confidence and can help source long-term counselling and support services outside the College.

Careers Advice

We have a team of Careers Advisors who can offer you confidential and impartial information, advice and guidance to help you decide on your next steps. They can help you with university applications, apprenticeship applications, further study, employment and training opportunities. Our College Careers Advisors can also help with progression information if you are considering other College courses.

Personal Tutor

All full-time students are allocated a personal tutor who will meet with you on a regular basis to monitor your progress and attendance and assist with other issues. They can explain and advise you on College rules, your learning programme, assessments, examinations and all aspects of your course.

Attendance Support Team

Our team of Attendance Support staff will contact you and your parent/guardian (if under 19 years of age) if you do not attend College regularly and on-time. It is really important that you attend all your classes.

Induction

The College provides an Induction Programme for all students. This usually takes place at the start of a course. If you join a course late, please speak to your tutor to find out what was discussed at the induction. During your induction you will work with tutors to identify your target grades and agree actions to ensure you progress in your area of study. We know from student feedback that an induction is very useful. As well as finding out more about the course you have enrolled on, the induction helps you get to know your peers and also find out about support and facilities available in College.

Equal Opportunities

We are totally committed to providing education and training for all, irrespective of ethnicity, gender, transgender, disability, religion, age or sexual orientation. Our Equal Opportunities Policy is monitored and reviewed regularly to make sure that it works for you.

LGBT Support

City of Westminster College actively supports its lesbian, gay, bisexual and transgendered students and College staff members. It has zero-tolerance towards homophobia, biphobia, transphobia and all forms of discrimination.

The LGBT+ group meet monthly to plan how LGBT+ equality can be promoted throughout the college, as well as supporting each other and planning exciting extra-curricular activities. The group encourages allies of LGBT+ people to join and values their support in helping to make the world a happier, safer and more equal place. If you'd like more information, please contact: lgbt@cw.ac.uk

Additional Learning Support

The Additional Learning Support (ALS) team organise and provide support for students across the College. We have a specialist team who provide support for students with a variety of needs including those who are on the autistic spectrum, have physical and sensory impairments, mental health difficulties, medical conditions, dyslexia, dyscalculia and emotional and behavioural difficulties.

We can provide support for students with Education, Health and Care (EHC) Plans. If you have an EHC Plan it is important that you declare this on your application form as you will then be invited to attend a pre-entry confidential interview so that an assessment of need can be completed.

We are committed to ensuring that reasonable adjustments are made so that you are not disadvantaged in any way during your time with us, this includes any exam access arrangements. For full details of the support available, or to arrange a confidential pre-entry interview please call **020 7258 2822** or **020 7258 2914** where you will be able to speak to the Additional Learning Support Team.

Dyslexia Support

We have specialist staff available to provide additional learning support for students at the College. If you have dyslexia or another specific learning Disability Support difficulty and would like further details of the support on offer, or a pre-entry appointment please call **020 7723 8826** and ask to speak to Dyslexia Support.

Disability Support

We have a specialist team who provide additional learning support for students on the autistic spectrum, with disabilities such as physical, sensory impairments, mental health difficulties, medical conditions and emotional and behavioural difficulties.

We are committed to ensuring that reasonable adjustments are made so that you are not disadvantaged in any way during your time with us. For full details of the support available, or to arrange a confidential pre-entry interview please call **020 7723 8826** and ask to speak to Disability Support.

Health and Security

The personal security of our students, staff, visitors and their property is of paramount importance to us. We strive to ensure that we maintain a welcoming and safe environment for everyone that studies, works and visits us, while also maintaining security and safety for all. For everyone's comfort and safety we have a strict no-smoking policy in all College buildings.

Please note that casual hoods must be kept down within the College environment and you must wear your College ID Card and lanyard around your neck at all times while on College premises.

Car & Bicycle Parking

Car parking is strictly limited to students with registered mobility issues and must be arranged in advance. Paddington Green and Maida Vale Campuses have ample parking facilities for bicycles and motorbikes/mopeds, however, all bikes and motorbikes are parked at the owner's risk and we strongly advise you to secure bikes/motorbikes with a suitable lock.

Canteens

There are canteens at Paddington Green and Maida Vale Campuses offering a choice of affordable hot and cold refreshments. Paddington Green Campus also has a public café on the ground floor.

Learning Resource Centres

Our well-equipped Learning Resource Centres provide a full range of services for students including:

- Inductions
- Study spaces for quiet study or group work
- Windows computers and Apple Macs
- Facilities for scanning, printing and photocopying
- Reference and lending collection
- Resources in a wide range of formats including books, journals, newspapers, ebooks and eJournals
- Laptops for loan during term-time
- Stationery sale

STUDENT LIFE

Life at City of Westminster College isn't just about achieving the best grades. It's also about meeting new people, getting involved in events and activities and giving you the opportunity to expand your experiences and enhance your personal development, to help prepare you for the world of work or further study.

ENRICHMENT

Our Student Enrichment Team are here to help support you through your College experience. They organise a wide variety of daily activities including football, basketball, table tennis, Brazilian Jujitsu, boxing, music appreciation and street dance, giving you the opportunity to learn new skills, get involved in sports, volunteering, coaching or just have fun. If you are interested in competitive sports, the College competes in London-wide basketball, football and table tennis leagues. The Student Enrichment team also plan and support an exciting range of clubs and societies, working closely with our Student Council and Student Ambassadors, to help make your time at College even more fun and action packed!

The Enrichment Team also work in partnership with external services within the wider community to ensure that you can access support and information from organisations such as SASH and Kick-it . Many specialist agencies come in to deliver regular tutorials on issues such as drug dependency, budgeting and rights and responsibilities.

GET INVOLVED

There are lots of ways you can get yourself involved in College life, meet other students, gain valuable experience and make your voice heard – all of which will look great on your CV.

Student Union

All of our students are invited to become a member of the College's Student Council, which is part of the National Union of Students (NUS). This membership gives you access to advice and information, discounts on travel, shopping, stationery and many other useful benefits to make living on a student budget easier.

Student Council and Student Governors

Student Governors are elected from the Student Council and sit on the Governing Body of the College, making sure that the views and voices of students are heard. They work with the governors to help improve the education and teaching at City of Westminster College. It's your Student Council – and that means you can take an active part in shaping it. We encourage you to develop clubs and societies, organise trips, parties and various other leisure and sporting activities.

Course Reps

Each course elects a Course Representative, and they are invited to attend meetings with College managers to discuss their opinions, offer suggestions and give feedback on their course and what it is like to be a College student.

Student Ambassadors

We are proud of our students and encourage them to gain skills that go beyond their qualifications. We run a Student Volunteer programme which offers learners the chance to contribute to College life, helping out with College events such as Freshers' Fairs, H.E Fairs, Open Days and Award ceremonies. Students who volunteer consistently through the year are often invited to become Student Ambassadors, where they continue to help out at internal and external events and are given the opportunity to gain paid work during the College's enrolment period. Our Ambassador programme gives students real, practical skills they can use for work and experience they can put on their UCAS applications and CVs.

Being a student at City of Westminster College is your opportunity to play an active role in your community, make friends, learn new things and ensure your voice is heard. We want to work with you to improve the College community and, by getting involved, you can help make a real difference at City of Westminster College.



FINANCIAL SUPPORT

We are the champions of affordable, quality education. Your course fees, if any, will depend upon your personal circumstances such as your residential status (home or international), age, whether you are in receipt of benefits and seeking work and finally on the course itself and how it is funded.

In order to calculate your fees we assess the information you supply on your application and enrolment forms. In addition you will be required to provide documentation to verify your status. This may include evidence of your eligibility for benefits or visa/immigration papers, depending on your situation. This may include evidence of your eligibility for benefits or visa/immigration papers, depending on your situation.

Further Education courses

All our Further Education courses (Entry to Level 3) are free to EU and EEA* residents who are under 19 years old on the 31st August 2018. For a few courses you may be expected to contribute towards the cost of specialist materials and resources. However, depending on your circumstances, you may be eligible for financial help from the College's Learner Support Fund.

You should apply for any such financial support as soon as you have been offered a place. If you are aged 19 or over on 31st August 2018 and you are a UK/EU or EEA resident, you will normally be required to pay a course fee.

How much will my course cost?

The cost of your course will include tuition fees and examination fees, where applicable. Where a course requires additional specialist materials, there may be an additional cost. Some courses are cheaper than others because they are part funded by the government; some of these courses may also attract concessionary fees for some people.

Part funded courses

You may be eligible for a concession if:

- You are aged 19-23 years old and are studying at the level of your chosen course for the first time. This applies to Level 1, 2 and 3 courses. Where appropriate, you will have no fees to pay apart from the cost of any specialist materials or equipment used during your course
- You are unemployed and in receipt of a 'work-related' benefit such as Job Seekers Allowance (JSA), or work-related Employment and Support Allowance (ESA), and you are seeking work. In such circumstances, you will have no fees to pay apart from the cost of any specialist materials or equipment used during your course, if applicable
- You are unemployed and in receipt of an 'income-based' benefit, such as Income Support or Housing Benefit, and you are seeking work. In such circumstances, you will not be required to pay any fees apart from the cost of any specialist materials or equipment used during your course, if applicable
- You are an asylum seeker in receipt of financial assistance (NASS), you may be eligible for concessionary fees

24+ Advanced Learning Loans

If you are aged 24 or over and studying a Level 3 course, you may be eligible for an Advanced Learning Loan. To be eligible for this loan, you must have been living continuously in the UK for three years immediately before the start date of your course. You must also be undertaking a course of study that is at Level 3 or above, e.g. National Diploma/Certificate etc. For more information go to www.cwc.ac.uk or www.gov.uk/24_advanced_learning_loans

Fee Remission & Concessionary Rates

Concessionary rates are available if you are:

- Aged 19-23 years old and studying a Level 2 course for the first time
- Aged 19-23 years old and studying a Level 3 course for the first time
- Unemployed and in receipt of a 'work-related' benefit such as Job Seekers Allowance (JSA), or work-related Employment and Support Allowance (ESA), and seeking work
- Unemployed and in receipt of an 'income-based' benefit, such as Income Support or Housing Benefit
- An asylum seeker in receipt of financial assistance (NASS), and seeking work

Higher Education Courses

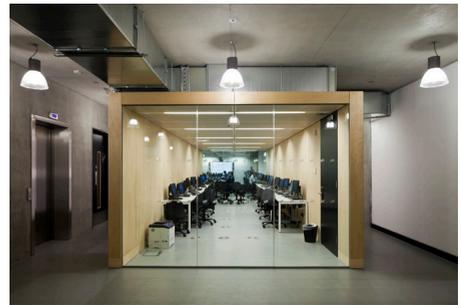
If you are a home student, you may be eligible for a student loan covering all or part of your tuition fees. Information on how to apply for a student loan is available at: www.gov.uk/student-finance/how-to-apply

If you are an International student, you will be required to pay the full course fee. See the International Students section (page 94) for further information.

Short, Commercial and Professional Courses

For short, commercial and professional courses, you will be required to pay the full course fee. Certain professional courses may be funded, depending on what qualifications you already have or if you are in receipt of work-based benefits.

*European Economic Area



HIRE

Many of the spaces at Paddington Green Campus are available to hire. They range from the smallest space comprising of a 360 glass pod for four people, to our theatre space which seats a max of 200 people.

To view some of our spaces, please visit: www.cwc.ac.uk/hire or www.facebook.com/PrivateHireCWC

To enquire about a space, please email our Events & Lettings Manager: events@cwc.ac.uk

If your enquiry is regarding commercial filming or photoshoots in the building, please contact our colleagues at The Collective Location Agency: james.sheerin@location-collective.co.uk

Since opening in 2011, we have opened our creative spaces to a number of organisations and individuals to use in a variety of ways for their meeting, event and filming needs, including...



OUR PARTNER

City of Westminster College has joined together with the College of North West London to form the United Colleges Group.

The partnership means:

Increased range of learning facilities for you to use

More opportunities for out-of-class activities

We can devote more resources directly to teaching, learning and student support services

About the College of North West London

Like City of Westminster College, the College of North West London is rated "Good" by Ofsted

It has campuses in Willesden, Wembley and King's Cross which are conveniently located close to major transport links

A wide choice of courses for school leavers and adults

CNWL offers some courses not available at CWC, including Welding and Fabrication, Hairdressing and Beauty Therapy

To find out more, please visit www.cnwl.ac.uk

**WE ARE PART OF
UNITED
COLLEGES
GROUP**

**CITY OF
WESTMINSTER
COLLEGE**



020 7723 8826
customer.services@cw.ac.uk
cw.ac.uk

