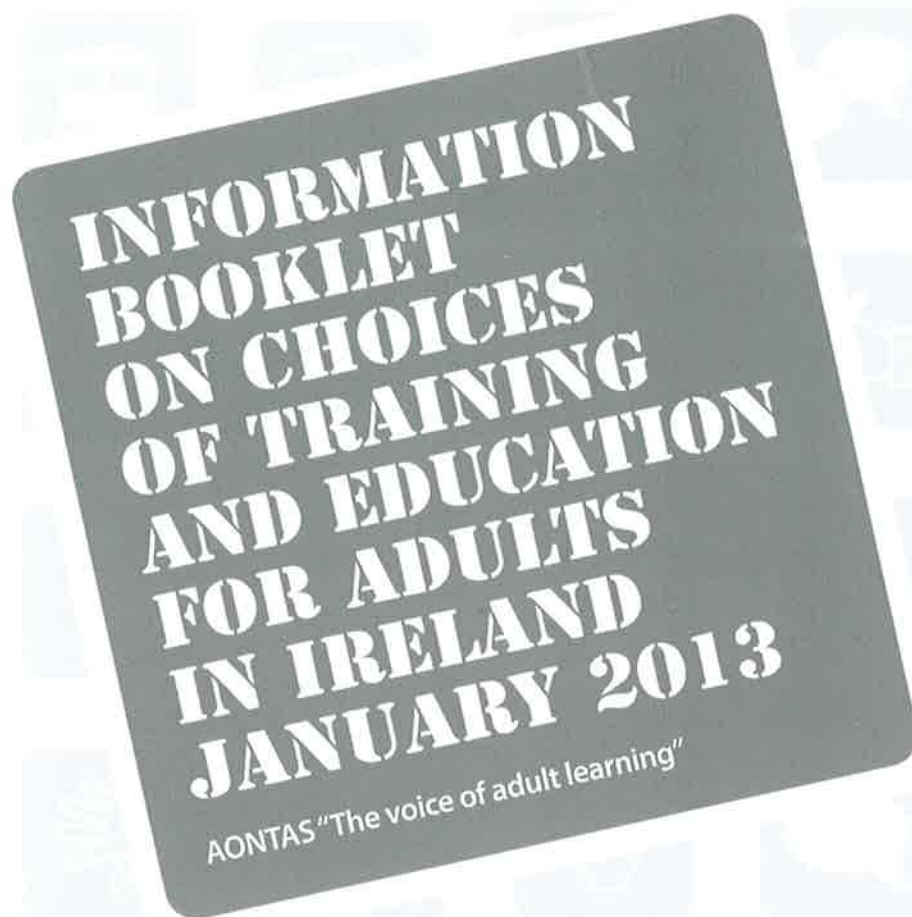


# What Next?



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## Foreword

### Welcome to 'What Next?' the AONTAS Information Booklet.

This is the fifth edition of an Information Booklet produced by AONTAS which aims to provide adults in Ireland with information about their learning options. Whether you are unemployed and considering your next move, thinking about a career change, pursuing a new interest or want to develop new friendships and networks, having access to accurate and up to date information is vital to helping you make the decision that is right for you.

It's easy to be overwhelmed by the amount of information that you have to trawl through if you are contemplating returning to education. This booklet brings together all of the current information about adult learning and presents it in a way that is accessible and easy to understand. The addresses and contact details of other useful organisations and websites are included should you wish to follow up with them individually or online.

Although finding information can be a difficult task, this booklet is testament to the high quality and value of information provided by those working within the sector. Information for this booklet has been gathered and collated from sources such as [www.studentfinance.ie](http://www.studentfinance.ie), from the VECs, the Department of Education and Skills, the Department of Social Protection, FETAC, the Citizens Information Service and Qualifax (The National Learners' Database). Special thanks are due to the Adult Education Guidance Association of Ireland (AEGAI) for their assistance in ensuring the accuracy and quality of the information provided in this booklet.

'What Next?' is dedicated to the memory of Jennifer Gunning, our much loved and missed former colleague who sadly passed away in April 2010. In her role as Information and Research Officer with AONTAS, Jennifer helped thousands of adults in Ireland to embark on their learning journey. We hope that this resource can in some way continue some of the work initiated by Jennifer in answering the questions that most often occur to adults as they face up to the brave challenge of returning to education.

Finally, thanks to the adult learners, whose stories, challenges, dreams and achievements you will read throughout this booklet. We hope that their experiences of learning will encourage you to decide 'What Next'.

**We have endeavoured to ensure that all information is correct and up to date. Nevertheless, course information, funding options and contact details change over time. AONTAS advises you to keep an eye on [www.aontas.com/information](http://www.aontas.com/information) or to check regularly with information providers or the Adult Education Guidance Initiative in the extensive contacts section of this booklet.**

## A background note to this Booklet - Adult learning in a time of reform

There have been a number of key developments relevant to the adult and community education sector over the past year. The further education and training sector is currently undergoing one of the most significant reform periods in its history. This reform is being driven in the context of cost savings but also elimination of duplication and streamlining of services.

These changes require substantial legislation to be passed by the Dáil in 2013. A brief summary of key changes is included below; please bear these in mind when reading this booklet, as some of the terminology, names of agencies etc will change when the legislation has been passed. The latest information on legislation and policy changes relevant to adult and community education is available in the policy section of the AONTAS website.

Please note that these changes should not affect your access to local adult education services.

### **1. VECs (Vocational Education Committees)**

The number of VECs is being reduced – from 33 to 16 which requires amalgamation of some of the smaller VECs around the country. The newly amalgamated bodies will be known as **LETBs** (Local Education and Training Boards). Legislation is expected to be passed in early 2013.

### **2. SOLAS**

In 2011, Minister for Education and Skills Ruairi Quinn announced the dismantling of FÁS and the establishment of a single co-ordinating body for the further education and training sector, SOLAS. For this first time SOLAS will co-ordinate provision within both the VEC sector and FÁS training. FÁS staff are being redeployed to both the Department of Social Protection and SOLAS. Draft legislation has been published with the legislation expected to be passed by the end of 2013.

### **3. Quality and Qualifications Ireland (QQI)**

In November 2012 legislation (the Education and Training Act) was passed which brings together the agencies FETAC, HETAC and the NQAI to form a new qualifications authority. Awards will continue to be issued as previously.

### **4. Intreo ( the National Employment and Entitlements Service)**

In October 2012 the government launched Intreo – a new approach to engaging with people on the live register. The service aims to offer earlier interventions to people who are on the live register in order to enhance their employment prospects. Staff in Intreo will carry out an initial assessment of new entrants to the live register, and will refer them onto appropriate interventions depending on their needs.

Intreo operates as a one-stop shop and uses an integrated decision making approach to help people back into employment as quickly as possible. The service is part of the governments 'Pathways to Work' strategy and was originally piloted in four areas but will be phased in throughout the country during 2014. Intreo will work closely with SOLAS to help people on the live register to access training and education appropriate to their needs for employment.

For more information on latest policy developments in adult and community education, visit [www.aontas.com](http://www.aontas.com) or [www.education.ie](http://www.education.ie).

## Learners' Stories

*Read about people just like you who want to change their lives, their employment prospects or to continue learning for pure enjoyment:*

### Owen Ward

Coming from a disadvantaged background, it wasn't expected of me to stay on at school. When I was 15 years old, I finally did leave in the hope of getting some work. Having worked in a lot of various low paid jobs, I always wondered what it would have been like to have finished my education. At this stage I was married with three young children and I decided to look into it further.

A friend of mine told me about a course that was running at NUI Galway. This was the first time I heard of an access course and I applied for a place. The Access course is a preparatory course for people from disadvantaged backgrounds and with successful completion of the course, it would give direct entry into University. After successfully getting a place on the course, I threw myself into my studies. I knew that getting a University degree was the key to a better future for myself and my young family.

Going to university is one of the best decisions that I ever made, it has opened up a door of opportunities and has made me more aware of the world we live in today. It has brought me out of my shell and made me stand up and be heard.

I am doing a Degree in Human Rights with Arts and also a Diploma in Irish. I am the first in my family ever to attend university and my family is very proud of me. With recent cuts to the maintenance grants and more applications than ever for the Student Assistance Fund, it makes it more difficult to attend university. I do hope that the next government will review these budget policies and make more funding available to mature students whether in university or for those who are doing a PLC course.



## **Rachel Lynch**

I spent many years working as a graphic designer. However, at the age of 33 I was diagnosed with arthritis. I had to give up my career and the future wasn't looking very bright. Most people aren't sure what they want to do. I wasn't sure what I would be able to do, given my illness. Going back to education played a big part in helping me get back on my feet.

The local community centre, TARGET Adult Education, was very helpful and supportive. They gave me the opportunity to learn how to manage the arthritis in a working environment and also provided funding for training courses. I now work as an adult literacy tutor and trainee counsellor. I was concerned about going back to education and so did short courses to build up my confidence. Once I got these under my belt I felt able for more and I went on to study adult literacy with Waterford Institute of Technology and counselling with Northside Counselling Service.

Sometimes with crisis comes opportunity. Although it has been difficult balancing finances and going back to study I've discovered a potential that I never knew I had. My future could have been very bleak if funding and support had not been in place to give me this opportunity. Thanks to my new career, I now feel hopeful for my future and have more purpose in life.

## **Christy Flanagan**

In the last few years through ill health I had to give up work. To get me out of the house my wife persuaded me to attend a class in our local adult education centre. The first class I took was a local history class, this was followed by other classes both accredited and non-accredited. I then went on to take law lectures on the Irish constitution and European law.

Arising from this I became a member of Limerick City Adult Learners Forum, which gives a voice to all adult learners in Limerick.

Many people like me who left school at an early age are now looking for the same opportunity that I got for second-chance education unfortunately due to cutbacks this is not available to them in some circumstances.

Attending classes has been a social outlet to me that has taken me on a journey that I would never have believed I would do.

***Are you inspired? Then read on and see how you too can become one of the thousands of adults who return to learning every year!***

## How to get involved in adult learning

### Adult education in Ireland

AONTAS -*the voice of adult learning*- is a membership organisation that believes in the right of every adult to continue their learning throughout their lives. **The mission of AONTAS is to advocate for the right of every adult in Ireland to quality learning.**

*What is an adult learner? We are all adult learners.*

AONTAS believes that people learn continuously throughout their lives in formal or informal settings; at home, in the workplace, in the community or in learning centres and institutions. Returning to any form of education can be daunting but is without a doubt beneficial. You may discover skills and talents that you never thought you had, you can meet new people and widen your social circle, and ultimately develop skills to help you find employment in the future.

If you are over 23, you are generally regarded as a mature student. Entry requirements (you may not need your Leaving Certificate) vary from course to course and from institution to institution, so it is important for you to research the course and the institution you would like to attend.

***“My senior learning journey started when I took a creative writing programme” Mary Mason, Adult Learner***

No matter when or at what level you finished your initial education, you have learned something new since. Learning can take place on a daily basis in many settings.

*You are an adult learner if you:*

- Decided to do a part-time course in a local community centre or group
- Left school at an early age but returned to learning to gain a formal qualification
- Are improving their reading and writing skills through one-to-one classes
- Learn on the job in a training course
- Never had the chance to go to college after school so enrolled as a mature student
- Have updated their skills to improve their career or employment prospects
- Learn a new language or undertake a hobby course
- Participate in social or leisure courses, or in active retirement activities

Have you done any of the above? If so, you are an adult learner! And you're in the company of hundreds of thousands of adults throughout Ireland because..... *We are all adult learners.*

***“Attending classes has been a social outlet to me that has taken me on a journey that I would never have believed I would do!” Christy Flanagan – Adult Learner***

### **Where do I start?**

The current economic climate and the rapid increase in unemployment have resulted in a greater demand for education and training. Due to increased demand, you may have to wait to see an Adult Guidance Counsellor, or you may have to put your name on a waiting list for a course, but be patient, it will be worth the wait.

### **How has the government responded to the challenges posed by the economy?**

In May 2011 the Government announced a **Jobs Initiative** - which included measures to inject growth into the economy. Education and training options for people who are unemployed were included, targeting people with low skills or those affected by structural unemployment.

**Springboard, ICT conversion courses, Jobbridge, Tús** and more recently **Momentum** (the Labour Market Education and Training Fund) are all initiatives which have been introduced by the government to address unemployment. More information on these initiatives is provided later in this booklet.

In October 2012 the government launched the new **Intreo** service, which is managed by the Department of Social Protection. Intreo aims to offer an integrated employment and support service or ‘one stop shop’ to people who are on the live register. Supports include access to guidance and to assist people in returning to the labour market and pursuing education and training appropriate to their needs. The service was piloted in four areas during 2012 and will be rolled out throughout the country in 2013/2014.

The Expert Group on Future Skills Needs provides the government with information on emerging employment opportunities. This research informs the delivery of new education and training initiatives. Emerging opportunities with growth potential and skills shortages include ICT (cloud computing), the green economy (eg renewable energy, water and waste treatment/management), chemistry and biological sciences and the medical devices sector (engineers, technicians and trade). For more information visit [www.egfsn.ie](http://www.egfsn.ie)

### **Words of advice**

Accreditation is important – as this could mean the difference between getting that job or not! Accreditation also provides a route to progress to further training and education in the future and can build on your existing skills and qualifications. Your course should lead to some form of progression - whether that is taking your education to the next level, or leading to employment

and work experience opportunities. Make sure that the course you are interested in is accredited by a recognised body. Refer to the National Framework of Qualification in this booklet for information or visit [www.nfq.ie](http://www.nfq.ie).

Try and pursue your own skills and interests. Use the services and providers (listed in this booklet) who can help you make the decision that is right for you. Spend time researching the course you would like to attend, the provider and accreditation of that course, AND think of the skills, abilities and interests that you already have that can be utilised to bring you one step closer to getting THAT job and fulfilling your dreams!

***“As a body of students, we mature students demonstrate ability and commitment while still experiencing the wonder of discovery and of learning something new for the first time” Gregori Meakin- Adult Learner.***

## Information on Qualifications

### Qualifications

Before choosing a course to study adult learners should do a bit of research:

- Find out what, if any, qualification will be awarded upon completion of the course
- Know the institutions awarding body
- Learners should always fully research the qualification before commencement.

***“Healthy minds help to make healthy bodies and keeping our older citizens mentally active on learning courses ....will pay dividends well above their cost”. Mary Mason – Adult Learner.***

The new Qualifications Agency **Quality and Qualifications Ireland (QQI)** was established on 6 November 2012 under the Qualifications and Quality Assurance (Education and Training) Act 2012. The new Authority is being created by an amalgamation of four bodies that have both awarding and quality assurance responsibilities: the Further Education and Training Awards Council (FETAC), the Higher Education and Training Awards Council (HETAC), the National Qualifications Authority of Ireland (NQAI) and the Irish Universities Quality Board (IUQB). The new Authority will assume all the functions of the four legacy bodies while also having responsibility for new or newly-statutory responsibilities in particular areas. For more information please visit: [www.qqi.ie](http://www.qqi.ie).

Websites of bodies included in the amalgamation process remain live and awards will continue to be issued with the FETAC and HETAC logos.

**NQAI** - (The National Qualifications Authority of Ireland). For further information visit: [www.nqai.ie](http://www.nqai.ie) or refer to the contacts section at the end of the booklet.

**HETAC** - (The Higher Education and Training Awards Council). For further information visit [www.hetac.ie](http://www.hetac.ie) or refer to the contacts section at the end of the booklet.

**FETAC** - (The Further Education and Training Awards Council). For further information: [www.fetac.ie](http://www.fetac.ie) or refer to the contacts section at the end of the booklet.

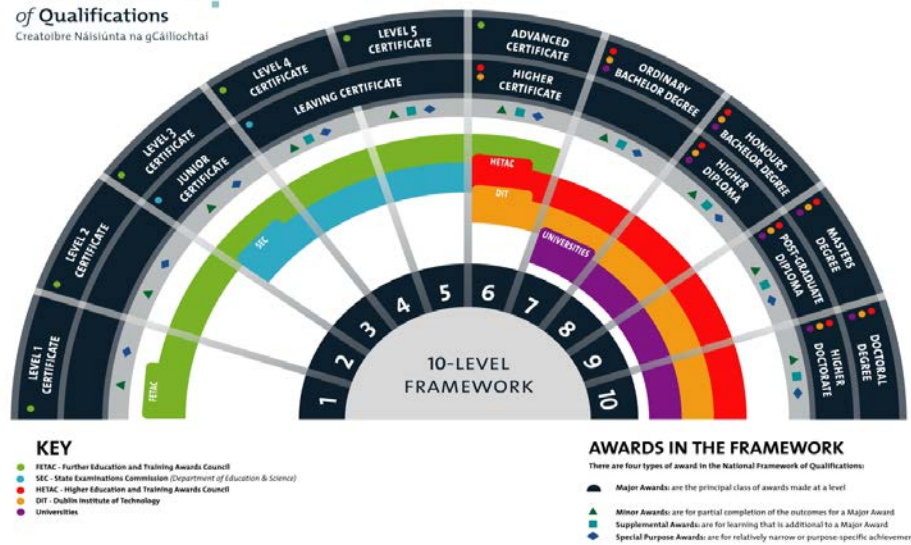
## **The National Framework of Qualifications**

The National Framework of Qualifications (NFQ) is a ten level system that incorporates awards made for all kinds of learning, large and small, whether it is gained in schools, the workplace, the community, training centres, colleges or universities. For more information visit: [www.nfq.ie](http://www.nfq.ie) or refer to contacts section at the end of the booklet.

### **How does the National Framework of Qualifications work?**

The National Framework of Qualifications has been built around an agreed structure, as a result of an extended consultation period with a range of stakeholders. The following points illustrate the central features of how it works:

- The Framework is comprised of levels, award-types and named-awards
- It has ten levels covering the very initial stages of learning to the most advanced
- Four classes of award-type have been determined for the Framework - major, minor, special-purpose and supplemental. This is to ensure that the Framework can capture all types and sizes of learning undertaken by a learner
- The international dimension of the introduction of the NFQ is important. The introduction of the NFQ has aided the recognition of qualifications not only for holders of NFQ awards travelling abroad but also for those travelling to this country with awards gained outside the state. Similar developments are taking place in many countries, across Europe and worldwide. Qualifications in the NFQ are recognised in Ireland and abroad. There are two qualification frameworks at European level. Both of them provide additional information to help understand countries' education systems. These frameworks support individuals moving to different countries, whether for further study or for employment.



Example: A learner who has completed the Junior Certificate is at Level 3 on the framework.

- There are two qualification frameworks at European level. The two frameworks are:
  - ~ **The European Qualifications Framework (EQF)**, which deals with all levels of the NFQ including schools, further education and training, and higher education and training
  - ~ **The 'Bologna framework'**, which deals with higher education (NFQ Levels 6 to 10).

To read more about the international frameworks please visit: [www.nfq.ie](http://www.nfq.ie) or refer to the contacts section at the end of the booklet.

***“Though I am gaining from the lectures I receive I am getting as much from my peers’ wealth of experience, and contributions.” Gregori Meakin – Adult Learner.***

## Europass

### What is Europass?

Europass is an initiative aimed at helping people make their skills and qualifications clearly and easily understood in Europe, thus facilitating the mobility of both learners and workers. The Europass documents have been designed to create a coherent chronicle of peoples skills and competencies. Europass consists of a portfolio of five documents as follows:

Two documents which individuals can complete independently

- **Europass Curriculum Vitae (CV)**
- **Europass Language Passport**

Three documents which are completed by the competent organisation on behalf of the individual

- **Europass Mobility**
- **Europass Certificate Supplement**
- **Europass Diploma Supplement**

The Irish National Europass Centre (NEC) is located within the National Qualifications Authority of Ireland. It is the national agency for Europass in Ireland and represents Ireland in the European Network for Europass. Visit [www.europass.ie](http://www.europass.ie) or refer to the contacts section at the end of the booklet.

***“Education is not a privilege, it is a right!” Michelle Mitchell – Adult Learner***

## Where can I find information about my learning options?

### The Adult Education Guidance Initiative (AEGI)

The Adult Education Guidance Initiative was established with the aim of providing a quality guidance service for adults. It consists of 40 guidance projects throughout the country which provide a quality adult educational guidance service to the returning adult, qualification levels, student funding, qualification recognition and the stepping stones of progression within courses and towards a career.

The AEGI is aimed at those adults who are considering or participating in:

- Adult literacy
- Vocational Training Opportunities Schemes (VTOS)
- Community education, including the Back to Education Initiative (BTEI).

Former residents of designated institutions are also eligible to receive guidance from the AEGI. Guidance Counsellors meet with adults on a one to one basis and also facilitate group guidance to identify, and combine competencies and advise on opportunities available. This service is **free** and is funded by the Department of Education and Skills. People who do not fall in the target categories can still contact the Information Officer in their local Adult Education Guidance Service.

The Guidance Initiative is available through your local VEC. An Information Officer or Guidance Counsellor can assist you with your decision. To read more about Adult Guidance or to find a Guidance Counsellor in your area visit [www.aontas.com/information](http://www.aontas.com/information), [www.ncge.ie](http://www.ncge.ie) or refer to the contacts section at the end of the booklet.

Other guidance services are available through private providers.

***"It was great to be able to explore my thoughts and dreams with somebody who wasn't going to tell me that I wasn't able to do that or to get real." (Reflections of an adult student's experience of guidance).***

## AONTAS

Every year the AONTAS Information Referral Service provides both direct and referral information on adult education issues to individuals and groups. Please visit [www.aontas.com/information](http://www.aontas.com/information) or call 01-4068220.

***“Why should adult learners not be given a voice and not be heard? AONTAS is this voice and we need to stand together and make ourselves heard” – Michelle Mitchell – Adult Learner.***

## ActiveLink

Activelink is the premier online network for non-profit organisations. They provide information on jobs, tenders, volunteering, events, fundraising, training, publications and funding in the non-profit sector. The website is updated daily and filtered into 2 weekly newsletter bulletins – Activelink (jobs and volunteering) and Community Exchange (training and events). Visit [www.activelink.ie](http://www.activelink.ie).

## Career Directions

Career Directions is a FÁS web based guidance programme and can suggest suitable careers for you, taking into account your likes and dislikes for different aspects of work, your qualifications and your health. You should have a minimum of 30 minutes available to do the basic matching and look at suitable careers suggested for you. Remember, you can save your session at any time and retrieve your information at a later date. Visit [www.careerdirections.ie](http://www.careerdirections.ie) or refer to the contacts section at the end of the booklet.

## Citizens Information

Citizens Information is an Irish eGovernment website provided by the Citizens Information Board. The site provides a wide range of public service information, from Government services to information on moving abroad and much more. In particular their education section gives clear and up to date information on courses and financial supports. The Citizens Information Board also produces a number of publications about your rights and entitlements. The Citizens Information Phone service and Citizens Information Centres are funded and supported by the Citizens Information Board. They provide free, confidential, independent and impartial information to all.

You can access information from the citizen information as follows:

- By phone through the Citizens Information Phone Service. Lo-Call 1890 777 121, Monday to Friday, 9am - 9pm
- In person by calling to a Citizens Information Centre near you, visit [www.citizensinformation.ie](http://www.citizensinformation.ie) and click on **find a centre**.



## City & Guilds

City & Guilds is committed to developing the skills of people and organisations to secure their personal and economic growth and prosperity. The Ireland branch office was established in Dublin in 2002 and since then have had a dedicated team in place to support local centres, agencies, employers and learners. Their qualifications were formally aligned to the National Framework of Qualifications in September 2008. This is an important milestone in benefiting learners in Ireland seeking to progress seamlessly onto the next level of their training and career progression. For further information on courses available visit [www.cityandguilds.com/ireland](http://www.cityandguilds.com/ireland) and refer to the contacts section in this booklet.

## DARE

In 2009, The Irish Universities Association, Dublin Institute of Technology and partners, on a national basis, launched an access route for students who wish to progress to higher education. The Disability Access Route to Education (DARE) is for students with a disability. Further information and details are available on the website [www.accesscollege.ie](http://www.accesscollege.ie).

## The Department of Social Protection

Local Social Welfare offices provide jobseekers with one-to-one assistance through its jobs facilitator service. The role of the job facilitator is to help inform and assist people in using their employment options to move from welfare to work. Facilitators will regularly co-operate with mediators, FÁS, Jobs Club and Partnership companies in helping unemployed people to progress to employment. Visit [www.welfare.ie](http://www.welfare.ie) or refer to the contacts section. In October 2012 the government launched Intreo – a new approach to engaging with people on the live register. Intreo aims to offer earlier interventions to people who are on the live register in order to enhance their employment prospects, and will be phased in nationwide during 2013/2014.

## FÁS

**FÁS** currently co-ordinates a number of training measures which respond to the learning needs of people who are unemployed. Courses available include anything from short courses, to blended learning options which include an online element, to specific skills training relevant to particular industries or sectors. Courses are run at different times in the day and may also lead to FETAC accreditation. Some of the courses provide a training allowance, as well as a contribution towards travel, meals and accommodation. Employment Service Officers (ESOs) are based in FÁS offices ([www.fas.ie](http://www.fas.ie)), they are available to advise on employment opportunities, training courses and other options which may lead to employment. In addition they may refer you to your Local Employment Service (LES) [www.localemploymentservices.ie](http://www.localemploymentservices.ie) or local Jobs Club for further support. In 2011 the Minister for Education and Skills announced the disbandment of FÁS and

plans for the establishment of a new training and education agency, SOLAS (Seirbhís Oideachais Leanúnaigh agus Scileanna) which will for the first time co-ordinate further education and training activities throughout the country. Draft legislation to establish SOLAS is being prepared and will be published in 2013. FÁS will continue to co-ordinate training activities in the meantime.

## **HEAR**

In 2009, The Irish Universities Association, Dublin Institute of Technology and partners, on a national basis, launched an access route for students who wish to progress to higher education. The Higher Education Access Route (HEAR) is targeted at students from socio-economically disadvantaged backgrounds. Further information and details are available on the website [www.accesscollege.ie](http://www.accesscollege.ie).

## **INOUE**

The INOU is the Irish National Organisation of the Unemployed. The INOU is a federation of unemployed people, unemployed centres, unemployed groups, community organisations and Trade Unions. The INOU represents and defends the rights and interests of those who want decent employment and cannot obtain it. They provide information on training and resources available to the unemployed to help them get back to work. You can speak in complete confidence to an Information Officer in the INOU Welfare to Work section, directly on 01 856 0088, Monday to Friday 9.30 am to 5.00 pm.

For contact details please refer to the contacts section or visit [www.inou.ie](http://www.inou.ie).

## **Local Employment Services network – OBAIR**

The Local Employment Services network provides a range of services to the local community focusing on the provision of practical support, advice, guidance and information relating to employment, training, return to work and welfare rights options. The Local Employment Service is a community-based organisation set up under the Area Partnerships and funded through FÁS. If you are interested in any of the services or programmes they have on offer, call into any of the twenty six offices around Ireland for more information. The groups targeted by the LESN include long-term unemployed (1 Year Plus), lone parents, early school leavers, persons with a disability, members of the Traveller community, ex-prisoners, ethnic minorities/refugees, low income smallholders, persons who are homeless and persons with a history of substance misuse. To find the nearest office to you, visit: [www.localemploymentservices.ie](http://www.localemploymentservices.ie).

## The following are a full range of LES confidential and free services:

- The **Gateway service**, is for those who are short-term unemployed, it can provide information on current employment vacancies, both from LES/employer contacts and the FÁS Jobs Bank and other internet based job sites.
- You may have the opportunity to meet with a qualified **Guidance Counsellor** through the LES. They can provide you with information on training, further education and second chance educational programmes that may be of benefit to you.
- The **Mediation service** is a specialist one to one service which will provide you with the practical support, guidance and resources needed to re-enter the work-place after unemployment.
- The **Disability Support Service** is responsible for training, placement and support of clients with disabilities into the open labour market.
- **Literacy support** is a specialist service which aims to provide individuals with practical support and assistance with literacy skills.
- **Jobs Club** is your opportunity to learn and develop the skills that you need to successfully get a job.

For all of the above visit [www.localemploymentservices.ie](http://www.localemploymentservices.ie) and then click on **Services**. For contact details, please refer to the contacts section.

### Local library

Local libraries usually provide a number of courses on a regular basis. Many public libraries, particularly the larger ones, provide resources to enable users learn or follow a course of study themselves. These include language learning booths and computer based training materials. Ask for details at your local branch. To check what's available at your local library, visit [www.library.ie](http://www.library.ie) or refer to the contacts section at the end of this booklet.

### NALA

The National Adult Literacy Agency is an independent charity committed to making sure people with literacy and numeracy difficulties can fully take part in society and have access to learning opportunities that meet their needs. The National Adult Literacy Agency provides telephone support, online courses and referral information on where to go for help. Visit [www.nala.ie](http://www.nala.ie), call the **NALA freephone 1800 20 20 65** or refer to the contacts section at the end of the booklet.

### Qualifax, the National Learner Database

If you are looking for a particular course, Qualifax is an excellent place to start. The site allows you to search courses by area or subject. It is a comprehensive database of courses available in

a variety of education settings, including VTOS, distance learning and so on throughout the country. See the distance learning section (page 26) for a step by step guide on accessing Qualifax. [www.qualifax.ie](http://www.qualifax.ie).

### **Teagasc**

Teagasc – the Agriculture and Food Development Authority – is the national body providing integrated research, advisory and training services to the agriculture and food industry and rural communities. Agricultural/Horticultural courses are delivered through their eight colleges and some Institute of Technology and UCD. They also have e-learning available through [www.teagasc.ie/ecollege](http://www.teagasc.ie/ecollege). For further information contact [www.teagasc.ie](http://www.teagasc.ie) and refer to contacts section in this booklet.

### **The Union of Students in Ireland (USI)**

The USI is the sole national representative body for students in Ireland. Founded in 1959, USI now represents more than 250,000 students in over forty colleges across Ireland.

For further information, refer to the contacts section at the end of this booklet or visit [www.usi.ie](http://www.usi.ie).

### **Vocational Education Committees (VECs)**

VECs are statutory education bodies that administer secondary, further and adult education in Ireland. VECs offer many educational services to adults, including adult basic education, community education, VTOS, the Back to Education Initiative and adult guidance. Many of these services are relevant to the labour market. There are 33 VECs located around the country, shortly to be reduced to 16 Local Education Training Boards (LETBs) under new legislation (currently the Education and Training Boards Bill).

Currently each VEC has an Adult Education Officer who is available to guide you through education and training opportunities. The newly established LETBs will come under the remit of SOLAS and will include staff and services previously employed within FÁS and the VECs. Please refer to contacts section for details of your local VEC or visit the websites: [www.vec.ie](http://www.vec.ie).

***“What I was unaware of was that throughout my life I had been learning all along even though it was not in a traditional classroom environment, but rather the great big classroom of life”. Anna Delaney – Adult Learner.***

## Adult Basic Education

### What is Adult Basic Education and what supports can adult learners get?

***“I’m 35- I left school at 14 and became a mechanic. Recently the garage closed, and even though I knew everything about how to fix cars, I couldn’t get my full mechanics qualification because I couldn’t read or write”. James McCann – Adult Learner.***

All over Ireland, lots of people are returning to learning to improving their reading, writing and numeracy skills. Courses organised by the Adult Literacy Service in each county are offered to adults and can be on a one-to-one basis or as part of a small group. These courses are provided free of charge and the service is confidential. The National Adult Literacy Agency provides telephone support and information on where to go for help. Visit [www.nala.ie](http://www.nala.ie), call the **NALA freephone 1800 20 20 65** or refer to the contacts section at the end of the booklet.

ABE support:

- is free and confidential
- is offered one-to-one or in groups and has a non-school atmosphere
- is focused on the needs of the learner
- allows learners to get advice on their educational needs
- has a relaxed and informal atmosphere.

### What are the benefits of taking a course like this?

People who return to adult basic education are people who want to catch up on what they missed at school, parents who want to help children with their homework and those who would simply like to write a letter home. Whatever the reason for going back to learning, the benefits are always the same. Not only do people improve their skills, but they also gain the confidence to go on to learn new ones.

***“I decided to call the National Adult Literacy Agency and did an intensive six week literacy course. Since then I haven’t looked back. In only a few months I have changed job, am running a garage and have applied to do a full mechanic and management course in Dublin Institute of Technology”. James McCann – Adult Learner.***

### Where do you find Adult Basic Education courses?

If you are interested, or know someone else who could benefit from a course, contact your local Adult Literacy Organiser (ALO) in your nearest Vocational Education Committee ([www.vec.ie](http://www.vec.ie)) or refer to the contacts section. If you need help:

- Phone the National Adult Literacy Agency (NALA) at their **freephone helpline 1800 20 20 65**.
- The Local Employment Services provide a specialist service which aims to provide individuals with the practical support and assistance with literacy skills. Visit [www.localemploymentservices.ie](http://www.localemploymentservices.ie).
- In addition, there are web-based options for those who want to practice in the comfort of their own homes. The website [www.writeon.ie](http://www.writeon.ie) can be used by people in their own homes. Writeon.ie was launched by the National Adult Literacy Agency (NALA) in 2008. This site allows adults to assess their skills and then work on areas that need some improvements. Learners can then use this site to apply for a national award at Level 2 or 3.

***“I feel proud of myself. Those are the very words I’m using. I’m proud of myself!” James McCann – Adult Learner.***

## Second Chance & Further Education

### What is Second Chance & Further Education?

Over the past few years a range of programmes have been developed to facilitate adults who want to return to education. Adults decide to return to learning for a number of reasons including:

- Perhaps you left school early
- Maybe you never had a chance to do your Junior Certificate or Leaving Certificate
- You may decide that you want to take up a new hobby or learn a new skill
- Fed up with your current situation, you might decide that you want to retrain or upskill
- You were recently made unemployed and want to develop your skills
- You are employed in a sector which is declining (e.g. construction).

All you need to do is pick up the phone and call your local VEC. Visit [www.vec.ie](http://www.vec.ie) or refer to the contacts section.

***“Many people like me who left school at an early age are now looking for the same opportunity that I got from second-chance education.” Christy Flanagan – Adult Learner.***

### Where do I find Second chance / Further education courses?

Schools, colleges and community education groups offer a wide variety of daytime, evening, full-time and part-time courses for adult learners. The programmes offer a range of courses helping you to develop a hobby or interest, right through to courses from which a Post Leaving Certificate qualification can be gained.

For further information, contact the Adult Education Officer in your local VEC. You can also browse Qualifax ([www.qualifax.ie](http://www.qualifax.ie)), the National Learners Database, for details of a course in your area. Please refer to the contacts section at the end of this booklet for contact details.

### **Evening courses / day courses**

Evening courses and day courses are available in a wide range of subjects. There are many different providers of these courses; from your local library to the nearby secondary school. Learning a new skill, furthering your career opportunities, meeting new people and satisfying your creative urges are all reasons to take part in an evening/day course.

You can look up courses on:

- Qualifax [www.qualifax.ie](http://www.qualifax.ie)
- Learning Ireland [www.learningireland.ie](http://www.learningireland.ie)
- Careers portal [www.careersportal.ie](http://www.careersportal.ie)

***“I was concerned about going back to education and so did short courses to build up my confidence.” Rachel Lynch – Adult Learner.***

### **Post Leaving Certificate/College of Further Education courses (PLCs)**

Post Leaving Certificate courses are full-time one/two year programmes of integrated education, training and work experience provided in schools and colleges outside the third level sector. The courses are offered to school leavers and adults who wish to return to education. The courses are designed to prepare students for work by giving them specific skills and training and also act as a stepping-stone to other third level qualifications. Courses are accredited through the National Qualifications Framework (NFQ). Use the National Learners' Database, [www.qualifax.ie](http://www.qualifax.ie), to find the course in which you are most interested. Then apply directly to the school or college offering that course.

### **Who are PLC Courses for?**

They are for:

- People who have completed senior cycle education, and require further vocational education and training
- Adults returning to education that may not have completed the senior cycle but have the necessary competencies and capacity to undertake their chosen programme
- Adults who were unable to enter third level education after leaving school.

When offered a place you may be required to attend an interview.

### **How much does a PLC course cost?**

With effect from the academic year 2011/2012, a new participant contribution of €200 per year was introduced.

You do not have to pay the contribution if:

- You hold a full medical card in your own right
- You are the dependent child of a full medical card holder
- You are eligible for exemption under the Maintenance Grants Scheme for Students attending Post Leaving Certificate Courses
- You are getting Back to Education Allowance or a VTOS allowance.

Colleges offering PLC courses usually also have a 'course charge' to cover such expenses as books, uniforms, and exam fees. The amount varies from college to college. Students who are exempted from the participant contribution will still have to pay the course charge.

### **Vocational Training Opportunities Scheme (VTOS)**

VTOS is a social welfare funding scheme which includes a range of full-time courses designed to meet the education, training and qualifications needs of people in receipt of a range of social welfare payments. Depending on the location and size, each VTOS centre will provide a different combination of learning opportunities. In all cases the learning centre or college will be under the management of the local VEC (Vocational Education Committee). To get information on learning opportunities under VTOS contact the VTOS co-ordinator in your local VTOS centre. You can also browse courses available through VTOS centres on Qualifax ([www.qualifax.ie](http://www.qualifax.ie)), the National Learners Database. Please note that courses listed on Qualifax are permanent courses but your local VEC and local VTOS centre will have information on additional courses available so don't forget to check with them too.

### **Who fits the criteria for a VTOS course?**

- people aged 21 or over and
- people in receipt of a Job Seekers' Allowance or a Job Seekers' Benefit or signing for credits for at least six months or
- people in receipt of a One Parent Family Payment, Disability Allowance, Illness Benefit, Blind pension or Invalidity Pension for at least six months or
- a dependent spouse of an eligible person for at least six months or
- people in receipt of Deserted Wife's Benefit/Allowance, Widow's/Widower's Contributory/Non Contributory Pension/Prisoner's Wife's Allowance or Blind Person's Pension for at least six months. Conditions may apply in the case of Blind Person's Pension/Deserted Wife's Benefit/Allowance/Widower's Contributory/Non Contributory



Pension or Prisoner's Wife's Allowance. Periods spent on FÁS training courses, Community Employment Schemes, Job Initiative, Youthreach programmes and time in prison can count towards the qualifying period.

Your individual circumstances may affect your eligibility. Check with your Social Welfare office.

### **How much does it cost to do a VTOS course?**

All VTOS courses are **free**.

- As of Budget 2013, new participants on the Vocational Training Opportunities Scheme (VTOS) who move from jobseeker's payments will no longer have their new payments increased to the maximum €188 per week, if their jobseeker's payment is less than this. However, people under 25 who were getting an age-related reduced rate of Jobseeker's Allowance will get a standard maximum rate of €160 per week. (1 January 2013)
- If you are in receipt of One Parent Family Payment, Disability Allowance, Illness Benefit, Blind Pension, Invalidity Pension, Deserted Wife's Benefit/Allowance, Widow's/Widower's Contributory/Non Contributory Pension and Prisoner's Wife's Allowance you will continue to draw your payment in the normal way from the Department of Social Protection.
- If you are signing for credits only you may qualify to participate in a VTOS course. You will not receive a training allowance.
- If you are the spouse/partner of a person in receipt of Jobseeker's Allowance or Jobseeker's Benefit which includes an increase for the spouse/partner you may also qualify to join a VTOS course. However the spouse/partner will not qualify for payment in his/her own right while on VTOS.
- You may receive a small lunch allowance and, depending on the distance between your home and the VTOS centre, you may be entitled to a travel allowance. You may be given books and materials free of charge. Childcare support may be available. A bonus payment of €31.80 is payable if you have been in receipt of certain eligible social welfare payments for at least one year directly before you join VTOS. Conditions may apply.

### **Where can I get further information about VTOS in my local area?**

- Contact your local VEC to find the nearest VTOS centre
- Your local Adult Education Guidance Initiative [www.ncge.ie](http://www.ncge.ie)
- The Adult Education Officer in your local VEC [www.vec.ie](http://www.vec.ie)
- Your local social welfare office [www.welfare.ie](http://www.welfare.ie)
- Browse courses on [www.qualifax.ie](http://www.qualifax.ie)
- The Local Employment Services [www.localemploymentservices.ie](http://www.localemploymentservices.ie).

Please refer to the contacts section at the end of this booklet for relevant phone numbers.

***“Throughout my adult life, I have contributed to my community and society at large. Education was always that golden apple just out of my reach, however I decided to return to education and the first hurdle was whether I could do it or not”. Michelle Mitchell – Adult Learner.***

## **Back to Education Initiative (BTEI)**

### **What is the Back to Education Initiative?**

The Back To Education Initiative provides part-time further education programmes for people with less than upper second level education in a range of flexible learning opportunities. BTEI was expanded in September 2007 to include people on low incomes. The aim is to give people an opportunity to combine their learning with family, work and other commitments. BTEI offers a wide range of subjects from Junior and Leaving Certificate courses, catering, tourism, communication, arts & crafts, and others. Courses are certified by FETAC. For application forms and further information on BTEI options in your locality, contact the Adult Education officer in your local VEC or your local Adult Guidance Service. Visit [www.vec.ie](http://www.vec.ie) or refer to the contacts section at the end of the booklet.

### **What is the cost of BTEI?**

BTEI is free to all those:

- with less than upper second level education
- in receipt of Social Welfare Payment
- dependant on a Social Welfare recipient
- with a current medical card
- signing for credits

All other participants are charged a participation fee.

In general, you are allowed to take part in BTEI funded programmes for up to 17 hours per week without it affecting your Social Welfare payments. However, on certain payments you are expected to remain eligible for work. You must furnish your social welfare office with details of the course you are attending. It is best to discuss individual circumstances with the social welfare office.

### **What are the benefits of taking part in a BTEI programme?**

- Learners have the opportunity to gain a qualification
- BTEI allows learners to develop new skills, build on existing skills and gain in confidence
- Pursue new employment options
- Keep on working while you are learning.

## Community Education

### What is community education?

Community education is adult education located in the community. It adopts a person centered approach as opposed to traditional education, and takes into account the life experiences of the participants as a starting point. In 2012, 56,000 people participated in Community Education programmes funded by the department of Education and Skills. The range of programmes includes: FETAC accredited courses mostly level 1 to 5, and non-accredited courses which build confidence to progress and access further learning. Community education in Ireland has developed as a unique educational response to the diverse needs of adult learners, especially those who have gained least from formal education. It has developed mechanisms to help adults facing difficulty accessing and participating in education and has a proven track record in engaging with learners.

### Where can I find a community education course?

Throughout the country, there is a wide range of community groups offering courses at various levels. Some community groups also offer courses accredited by various third level institutions. Not all community groups are affiliated to the VECs, so keep an eye on local newspapers, newsletters and community notice boards.

For more information on community education in your local VEC contact the local Community Education Facilitator. AONTAS also supports the work of community education groups outside of the VEC structure through the Community Education Network. Visit [www.aontas.com/commed/](http://www.aontas.com/commed/) or refer to the contacts section.

***“My first introduction to community education and the Loreto Centre began when I was invited to participate in a Personal Development Course... This opened the door to me as a working class woman who left school at the age of thirteen” Karen Hollowed – Adult Learner***

## Foundation & Access Courses

'Return to Learning' or 'Access Courses' are designed for mature students (some access courses also work with students from disadvantaged backgrounds who are not mature students), who for social, economic or educational reasons were unable to access third level education. Access courses are primarily aimed at adults who have been away from formal education for a number of years and would like to improve their skills, confidence and knowledge in order to access a third

level course. Access courses familiarise students with the structure and requirements of third level education.

For further information about access courses, contact your local Adult Education Guidance Initiative.

### What third level institutions offer Foundation/Access courses?

There is a complete list of institutions currently offering access/foundation courses on the Mature Students Ireland website [www.maturestudents.ie](http://www.maturestudents.ie) under the **access and foundation courses** section. You can also contact the access officer in the institution you would like to attend; a list of access officers is available in the contacts section at the end of the booklet.

***“The Access course is a preparatory course for people from disadvantaged backgrounds... After successfully getting a place on the course, I threw myself into my studies. I knew that getting a university degree was the key to a better future for myself and my young family” Owen Ward – Adult Learner***

## Higher / Third Level Education

The decision to return to third level education after a break from formal learning or entering it for the first time as a mature student is a significant one. However, there is a wide range of options open to learners wishing to pursue third level education. Entry requirements (as a mature student you may not need your Leaving Certificate) vary from course to course and from institution to institution. Universities, Institutes of Technology and private colleges offer courses with qualifications at certificate, diploma and degree level. Courses are available on a full-time and part-time basis. ***“Sometimes with crisis comes opportunity. Although it has been difficult balancing finances and going back to study I’ve discovered a potential that I never knew I had” Rachel Lynch – Adult Learner.***

### How to make an application through the CAO

The Central Applications Office (CAO) is the office appointed by the Higher Education Institutions with the task of processing centrally all applications to their first year undergraduate/diploma/ or certificate courses. In Ireland you apply for almost all full-time undergraduate courses (Higher Certificates (Level 6), Ordinary Bachelor's degrees (Level 7) and Honours Bachelor's degrees (Level 8) in the universities and Institutes of Technology through the Central Applications Office (CAO). The CAO provides an application pack with a handbook that lists all the courses on offer and gives information on how to apply. Decisions on offers of places are normally made in August and September, after the results of the Leaving Certificate have been announced. A student must also have the particular academic entry requirements (also called matriculation requirements) for the course he/she wants to take.

For all participating, higher level institutions applications can be made in paper and online via the CAO. Remember to check the closing date for application relevant to the year you are applying. The application whether online or paper has a fee attached, however if you apply online before mid January you may get a discount on this fee. During the year a number of colleges hold open days for students to become familiar with the college they wish to apply to. Remember [www.cao.ie](http://www.cao.ie) gives detailed information on criteria, deadlines and application procedure.

### What dates should you make a note of?

- The closing date for applications from Irish and other European Union nationals is normally the 1<sup>st</sup> of February each year.
- March/April is usually the months where interviews and portfolio presentations take place but these are only for restricted courses.
- You can submit a "Change of Mind" form to amend your choice of courses from 1<sup>st</sup> of May until the 1<sup>st</sup> of July.
- The 1<sup>st</sup> of August is when Round Zero offers are made by the CAO; this round only applies to mature students, deferred students and reserved places etc.
- August 15<sup>th</sup> is generally when the Leaving Certificate results come out. This is shortly followed by rounds of offers. Round One offers are made by the CAO on August 20<sup>th</sup>. The closing date for acceptance of offers from this round is usually August 28<sup>th</sup>. This is generally followed by several rounds of offers from mid to late August. Generally the closing date for acceptance of offers falls the last week in August.

**Students should check the exact dates for the above well in advance to making an application with the CAO.**

### What is a late application?

Late applications are those which are received after the closing date which usually is the 1<sup>st</sup> of February. Late applications will be accepted up to close of business generally on the 1<sup>st</sup> May, subject to the exceptions and restrictions mentioned below. However please bear in mind that there is a late application fee. Mature students are restricted in making late applications. Always check with the individual institution.

- A late application may **NOT** be made for Restricted Application Courses. For further information regarding this please make sure you refer to the warning section of the CAO handbook.
- It is also important to note that Mature Applicant Course Codes which are entered on a late application are invalid choices and will **NOT** be considered.
- In addition, individual HEIs may have further restrictions on late applications - for example, some HEIs may not consider late applications from certain categories of applicant.

**Mature applicants should make enquiries from the appropriate Admissions Office and/or Mature Students Officer BEFORE submitting a late application or Change of Mind.**

***“I am the first in my family to ever attend University and my family is very proud of me.”  
Gregori Meakin – Adult Learner.***

### **How to make an application through Bluebrick**

Bluebrick.ie is part of the HEA Strategic Innovation Fund project: *Flexible Learning*. You can use Bluebrick to search and compare accredited courses from 14 Institutes of Technology. Courses are delivered in different formats including classroom, distance and online courses. They are also available as part-time, full time and evening courses. Institutes of Technology also offer a wide range of courses from Social Sciences, to Humanities & Arts and Computing to name a few. You can browse the courses available and choose the course that suits you best, and then apply online at [www.bluebrick.ie](http://www.bluebrick.ie). The Bluebrick website allows a user to apply for any course listed on the website. A useful feature is that once a user submits an application the information can be saved so that if you want to apply for another course at a later date the application form is automatically completed using the saved information.

## **Distance, On-Line, Flexible, and Blended Learning**

The options for learning in non-classroom settings, has increased dramatically over the past few years. Distance, online, flexible and blended education allows a learner to study at a time and place that suits their own lifestyle.

**Distance Learning does not qualify for free fees although some courses qualify for tax relief. For a list of approved courses check [www.revenue.ie](http://www.revenue.ie).**

Before engaging on any form of distance, online, flexible or blended learning; check the course cost and qualification.

**Distance education** is learning which is not linked to a physical location at fixed times throughout the academic year. It is fast becoming a new trend in education circles. Open learning, on-line learning and distance learning all qualify as types of distance education. The main advantage of this type of learning is that it can be combined with domestic and work commitments.

**On-line learning** is where the whole programme is delivered over the Internet. While it is a distance education model, isolation is reduced by internet-facilitated communication between students and between students and their teachers. At present, on-line learning is largely an electronic version of current distance learning techniques - notes are posted on the web,

assignments are e-mailed between students and tutors, students set up chat rooms between each other etc.

**Flexible learning** provides learners with real opportunities for increased choice, convenience, and personalisation to suit the learner. It also recognises that different students have different learning preferences and requirements. This concept is sometimes understood as flexible delivery, which might include using different modes of delivery for course materials, including web-based, CDs, DVDs and so on.

**Blended learning** Blended learning refers to a mixing of different learning environments. This approach to teaching and learning combines traditional face to face classroom methods with more modern computer-mediated activities. This strategy creates a more integrated approach for both instructors and learners.

### **Why choose distance education?**

- Personal commitments mean you don't have time to attend classes or lectures
- The course you are interested in is only offered at a time when you are at work
- You live too far or don't have transport to get to classes or lectures
- No organisation locally offers the course you want to study

As a learner you need to weigh up the advantages and disadvantages to this type of learning. e.g. you can study at your own pace, and you can combine study with domestic and work commitments, on the other hand you need to be very disciplined and allocate appropriate time for your studies and there is very little social contact.

### **What are the entry requirements?**

Entry requirements vary depending on the institution concerned. Many web-based e-learning institutions base their entry requirements solely on interest, while others base entry on standard criteria. Check with the relevant institution for entry requirements.

### **How are distance courses assessed?**

Assessment varies depending on the institution concerned. Many are assessed on a continuous assessment basis with no exams. Some are assessed partly by exam and partly by coursework. Again, check with the relevant institution for assessment methods.

### **Can you get exemptions for previous qualifications?**

You may get an exemption for previous certified study or work related learning within a subject area specific to your proposed course of study. However it is imperative to discuss any prior learning and/or qualifications gained with the provider to identify exemption eligibility.

## Who offers distance courses?

In February 2013 over 1180 distance education courses were listed on the Qualifax site. The options cover a huge range of learning options from a mix of providers such as Universities, ITs, Teagasc and private providers. To access the list of courses just follow these steps:

1. Go to [www.qualifax.ie](http://www.qualifax.ie)
2. Go to the **Adult Learners** tab
3. Go to **course finder** and click on the **all courses** link
4. Scroll down to **attendance options** and choose the **distance option** from the drop down menu
5. **Click search** and a whole list of distance education courses will be visible
6. You can reduce the list by putting in a keyword or course title at the top of the search all courses page.

## Some additional options:

### Atlantic University Alliance

The Atlantic University Alliance (AUA), is a consortium of three Universities on the Atlantic coast of Ireland - NUI, Galway, the University of Limerick and University College Cork. The AUA have eight programmes that are rolled out using a blended learning approach so the courses are very accessible. For further information visit: [www.aua.ie](http://www.aua.ie) or refer to the contacts section.

### FÁS e-learning at the library

The **FÁS e-learning at the library** project is a partnership between the nationwide public library network, FÁS, and An Chomhairle Leabharlanna. The programme is aimed at those who want to develop their skills in a supported workshop environment. Participants can select from a wide range of courses. A dedicated FÁS facilitator works with the learners in each of the libraries, ensuring that all participants, no matter what their prior learning, can get the most out of the programme. There are currently no entry requirements, no allowances paid and the programme is **free** to those participating. Once learners have signed up they can access the online courses from the library or from their own home. To find out more information visit: [www.askaboutireland.ie](http://www.askaboutireland.ie), contact your local library or email [info@library.ie](mailto:info@library.ie).

### FÁS e-learning portal

This website provides a range of interactive online learning courses, available any time, for those who wish to learn at their own pace. The courses are aimed at employers, employees and unemployed people. Online courses are available free of charge to unemployed clients. Courses



are also available, for a fee, to employed persons who wish to update their skills. Exam fees are not covered in the course prices.

The courses are delivered entirely over the Internet and participants have access to the courses for 6 months once they have registered with FÁS e-learning. Unemployed clients can also avail of the blended learning courses, which provide additional online tutor support and tutor led workshops. Many of the courses are certified by relevant bodies but clients are urged to check regularly for certification updates.

For further information visit [www.ecollege.ie](http://www.ecollege.ie) or refer to the contacts section.

### **NALA – National Adult Literacy Agency**

NALA provides a number of distance education supports so that learners have the opportunity to brush up on their reading, writing or numeracy skills in the privacy of their own home. This involves telephone tutor support and using an interactive learning website [www.writeon.ie](http://www.writeon.ie). It offers FETAC Level 2 and Level 3 learning content and accreditation in a wide range of subjects. Just log on to [www.writeon.ie](http://www.writeon.ie) to get started or call **1800 20 20 65** for more information.

### **EPIC (Employment for People from Immigrant Communities)**

EPIC (Employment for People from Immigrant Communities) is a free programme run by Business in the Community Ireland that supports adults from EU states who are entitled to work in Ireland. It also support those from non-EU states with stamp 4 to help secure employment, training and education in Ireland. EPIC provides six weeks classroom based training plus ongoing individual support including English for work training, Career guidance and Interview Skills. For more information please email [epic@bitc.ie](mailto:epic@bitc.ie) or call 01 874 3840. Applicants need an intermediate or higher level of English in order to take part in the course.

### **Open Learning Centres**

Open learning centres are designed to meet a student's individual needs in terms of times, location, pace of learning and entry requirements. Delivery may involve a variety of media, classes, tapes, videos and internet.

For further details contact your local library, listed under your local authority in the phone book or visit [www.library.ie](http://www.library.ie).

Some other useful websites:

- [www.distancelearningireland.com](http://www.distancelearningireland.com)
- [www.learningireland.ie](http://www.learningireland.ie)
- [www.qualifax.ie](http://www.qualifax.ie)

## Apprenticeships

Apprenticeships allow an individual to gain work experience and training with a view to obtaining a "trade" or becoming a qualified craftsperson. The main craft trades have been designated by FÁS and come within the scope of the statutory apprenticeship system, which is organised in Ireland by FÁS in co-operation with the Department of Education and Skills, employers and unions. During the apprenticeship your employer provides you with on the job training and work experience. You will also obtain off- the job training in a local FÁS job training centre or educational institution.

There are many reasons why people choose to complete an apprenticeship:

- An apprenticeship is an excellent opportunity to acquire the necessary skills, knowledge, competencies, experience and qualifications to build a successful career
- Apprenticeship training is relevant and tailored to the needs of industry
- Apprentices are paid as they progress through their apprenticeships
- On completion of an apprenticeship, an apprentice will become a craftsperson in the chosen occupation and hold a national and internationally recognised qualification.

For further information about becoming or employing an apprentice, contact your local FÁS Office, go to [www.fas.ie](http://www.fas.ie) then refer to the **contacts section**.

## Labour market education and training/ Activation

A number of education and training initiatives are available for people who are unemployed. You will need to check with your local Social Welfare Office who will assess your eligibility.

### Intreo

In October 2012 the government officially launched Intreo – the new integrated employment and support service provided by the Department of Social Protection. Intreo will provide individualised supports to jobseekers to assist them in getting back to work and increasing their employability.

There are a number of key elements which make up the Intreo service including:

- Activation measures including client profiling, early Group Engagement and one-to-one meetings focused on customised employment supports and monitoring of client's progress.
- Integrated decision-making process leading to quicker decisions.
- Integrated reception providing a one-stop shop incorporating all strands of the Department's employment and income support services.
- A 'social contract' between the service and its clients.

- Enhanced employer engagement at national and local level maximising access to job opportunities and potential employees.

Intreo hopes to transform the nature and level of engagement between employment services and people on the Live Register with the objective of helping people on the pathway back to employment. For more information visit [www.welfare.ie](http://www.welfare.ie).

The Department of Social Protection and Intreo may assist people on the live register to access any of the following labour market interventions.

### **Community Employment Schemes**

Community Employment Schemes are funded through FÁS and offer part time training and work experience opportunities for people who are long term unemployed. Qualifying criteria vary, but in general you must be in receipt of a social welfare payment for at least one year. Responsibility for Community Employment Schemes lies with the Department of Social Protection.

Entitlement to a Community Employment payment and another Department of Social Protection payment at the same time is being phased out over 3 years. Since 16 January 2012 new participants on Community Employment (CE) schemes will not be able to claim another social welfare payment at the same time. Existing participants will keep their social welfare payment until they are no longer eligible to participate in a CE scheme or they leave the scheme voluntarily. Otherwise they will keep it until December 2014 which is the final cut-off date for receiving a concurrent social welfare payment.

For more information refer to the contacts section or visit [www.fas.ie](http://www.fas.ie) then go to **communities** then to **Community Employment**.

### **JobBridge**

JobBridge, the National Internship Scheme (NIS) is a Government initiative, designed to offer jobseekers who are on the Live Register and have been in receipt of Jobseekers Allowance/Benefit or signing on for credits for at least 3 months, the opportunity to enhance their current skills and develop new ones. The duration of individual internship positions will be a 6 month or a 9 month placement. If you take up an internship you will keep your social welfare payment and will get an extra €50 per week. The National Internship Scheme started on 1 July 2011 and will be open for 2 years until 30 June 2013. If an individual commences on a scheme on the 29th June 2013 for 6 months they will be allowed finish up to the expiry date 28th December 2013. All recruitment of participants must take place during this period. The National Internship Scheme is part of the National Employment Action Plan (NEAP) and is being used by the Department of Social Protection as a means of activating unemployed people.

### Is there an allowance?

You will receive an internship allowance that is equal to your current social welfare allowance (at time of commencement on the scheme) **plus** an additional €50 per week top-up which will be paid by the Department of Social Protection (DSP). This top-up will be paid for the duration of the internship. All payments of the Internship Allowance will be made directly to the intern. Visit [www.jobbridge.ie](http://www.jobbridge.ie) for further information.

### Springboard

Springboard was launched in May 2011 and is administered by the National Access Office within the Higher Education Authority. Springboard offers free, part time higher education courses at certificate, degree and masters level. Higher education institutions are invited to tender to deliver courses in areas where employment opportunities and skills shortages have been identified in line with recommendations and data from the Expert Group on Future Skills Needs.

Two rounds of the Springboard initiative have already been advertised, with almost 12,000 places made available throughout the country. Courses are particularly targeted towards people employed in areas now experiencing significant structural unemployment. Further funding for the initiative was announced as part of Budget 2013.

In order to qualify for a Springboard course you must be in receipt of an unemployment payment, however no qualifying period applies. You must be available for work for the duration of the course. Springboard courses have been developed around the needs of adult learners and are generally flexible.

Springboard courses are ideally suited to people who have substantial work experience but need a third level qualification to upskill or retrain in growth areas. Applications must be made through the Springboard portal – [www.springboardcourses.ie](http://www.springboardcourses.ie), which also allows learners to compare different courses and search by area.

All courses are supported by the HEA and Department of Education and Skills which means the tuition fees normally associated with such programmes are waived.

Visit [www.springboardcourses.ie](http://www.springboardcourses.ie) for more information.

### ICT Conversion Courses

The ICT plan launched in February 2012 involves a number of higher education providers now offering various Level 8 Conversion Programmes which will provide graduates from other skills areas with the opportunity to up-skill or re-skill through a one year full time HDip Conversion Programme in core computing/programming skills. €5 million for a second round of additional

places under this measure was announced as part of Budget 2013. For more information visit [www.ictskills.ie](http://www.ictskills.ie).

### **Skillsnets**

If you are unemployed and looking for work then you may be eligible to take part in a Skillsnets training programme. By training with a Skillsnets network, you can access training that is directly relevant to industry needs but also avail of networking opportunities with companies and employees in your chosen sector and/or region. Skillsnets also offers a Job Seekers support programme which offers free training in skills which are in demand as well as work placement opportunities. To find out more information and a network near you visit [www.skillnets.ie](http://www.skillnets.ie).

### **Momentum**

In December 2012, the government announced an initiative which will provide free education and training projects for long-term jobseekers. Momentum is supported through the Labour Market Education and Training Fund. Momentum is currently co-ordinated by FÁS.

Momentum will assist 6,500 long term unemployed jobseekers to gain in-demand skills and to access work in sectors of the economy where there are job opportunities. The programmes will include on-the job training in the form of work experience modules as well as the development of the workplace skills required to obtain and retain employment. 36 education and training providers from both the private and public sector will be offering 62 individual Momentum programmes in 87 locations across the country. These projects will be in the expanding employment areas of ICT, digital media, healthcare and social services, the green economy, food processing and sales and marketing.

Specific projects will also be available for those under 25 to assist them to enter or return to employment including, 'Train To Work Opportunities', 'Green Pathways' and a Graduate Activation Programme.

Momentum is an outcomes-based model of education and training that sees best international practice adapted to an Irish context. The courses are tailored to both the needs of the long-term job-seeker, but also employers who are experiencing skills shortages.

Courses are free, full and part-time and are aligned to levels 3 to 6 on the National Framework of Qualifications (NFQ) or to an industry required certification within the sector. The projects range in duration from 11 weeks – 45 weeks.

For more information and a full list of courses visit [www.momentumskills.ie](http://www.momentumskills.ie) or contact your local Social Welfare Office.

## The Work Placement Programme

The WPP operated by FÁS provides a nine month unpaid placement for recent graduates and people who are unemployed. The placements are full time and you do not have to be in receipt of a social welfare payment to qualify. Alternatively, if you are on a social welfare payment for at least three months, you may be able to keep your payment but you must get approval from the Department of Social Protection first. Visit [www.fas.ie](http://www.fas.ie) then click **Work Placement Programme**.

## Tús – Community Work Placement Initiative

**Tús** was launched on 21st December 2010 and aims to provide short-term, quality work opportunities for those who are unemployed and to provide certain services deemed of benefit to the community. The types of projects carried out are likely to include: Energy conservation work, social care, coaching sporting activities and many more.

### Who can participate?

Participants will, in the first instance, be identified by the Department of Social Protection by applying the following criteria:

- A person must be fully unemployed and in receipt of a jobseeker's payment for at least 12 months.

Please visit the Department of Social Protection website to find out more details: [www.welfare.ie](http://www.welfare.ie) then go to *Schemes & Services* then to *Rural Community Supports* and then to Tús – Community Work Placement Initiative.

## Workplace learning

### Workplace learning

Funding for workplace learning initiatives has decreased in recent years but there are still some opportunities. There are several ways you can take part, training can often be provided by an external training provider/instructor which can be delivered in the workplace, a classroom or by distance learning. In some workplaces in-house training is continually delivered by members of staff with the necessary skills. This is often described as on the job training. However everyday learning is continually taking place in workplaces throughout Ireland in more informal ways such as:

- observing colleagues
- listening to colleagues
- asking questions

- discussing a task which you may lack a particular skill to complete with a colleague and following this sharing your skills with each other
- mentoring
- independent study.

You can also try contacting organisations who actively promote workplace learning. These include:

- ICTU [www.ictu.ie](http://www.ictu.ie)
- TUI [www.tui.ie](http://www.tui.ie)
- INOU [www.inou.ie](http://www.inou.ie)
- IMPACT [www.impact.ie/iopen24](http://www.impact.ie/iopen24)
- Skillnets [www.skillnets.ie](http://www.skillnets.ie).

## Financial Supports

Returning to education can have considerable financial impact on adult learners. Information on grants and funding can often be very confusing. This section aims to help you, the adult learner, overcome the financial hurdles so that you can reach your goal and achieve your educational potential by offering you comprehensive advice that is easy to understand.

***“I can say that I’ve been fortunate to receive assistance with the costs of my education in the form of grant aid.” Anna Delaney – Adult Learner.***

### General education and training allowances

As well as introducing some new measures to address rising unemployment, the government has reduced some payments in line with cuts to public expenditure. Allowances to participants in VTOS, and Youthreach have been reduced in line with the appropriate social welfare rates or FÁS trainee allowances. Check with the Department of Social Protection for information on your benefits. People in receipt of the Back to Education Allowance or PLC course participants on VTOS allowances, are no longer eligible for the Student Maintenance Grant. This change applies to students taking a new course - so if you are heading into your second, third or fourth year then this change will not affect you. However, if you applied for a course this year, or if you intended to move from a PLC or access course to a third level course then you will be affected.

**N.B. You should apply for the grant even if you are on BTEA to ensure that the cost of your student contribution fee will be met.**

### Student grant scheme and SUSI

The student grant is the main source of financial support available from the Irish State for students in full-time post leaving certificate courses (PLCs) and full-time higher education undergraduate/postgraduate courses. Support is available to eligible students in most colleges in

Ireland as well as eligible Irish students in many colleges in Northern Ireland, the UK and other EU States. For eligible students, the grant is there to help with the various costs of participating in further or higher education. Students on part-time courses, access or foundation courses (in higher education institutions) and short courses are not eligible for a student grant.

Previously there were four grant schemes to which full time students could apply for assistance. In the first major step to overhaul the student grant system, the four schemes have been replaced by a single unified scheme. From August 2012, a new online grant application scheme called SUSI (Student Universal Support Ireland) replaces the previous system. SUSI is managed by the City of Dublin VEC.

The **Student Grant Scheme** is available for the following course types:

- Honours degree and Post Graduate Courses at Universities in Ireland for students who have already obtained a Higher Certificate or Ordinary Degree
- Honours Degree and Post Graduate Courses at Institutes of Technology
- Degree courses in universities in other EU Member States for students who have already obtained a higher certificate or ordinary degree
- Higher certificate and ordinary Degree at Institutes of Technology
- Full-time approved courses at approved further education colleges

The student grant is a means tested payment. Family and/or personal income is a key factor that will be assessed when you apply for a student grant but there are also some other conditions. Full details on the Student Grant Scheme, including associated legislation, are available on [www.studentfinance.ie](http://www.studentfinance.ie), this will help you assess whether you are eligible and guide you in starting the process. In all cases, the official decision on eligibility for grant applications from August 2012 is made by SUSI. If students have queries in relation to the grant application they should contact SUSI.

The existing grant awarding authorities will continue to process renewal applications for students to whom they have already awarded grants until such time as those students have completed their current courses. If you are changing your course or progressing to a new course you will have to apply through SUSI.

You should apply for the student grant as soon as possible; **you do not have to wait until you receive an offer of a place or enrol in college**. Only when your application has been completed in full and submitted to the grant-awarding authority can your full eligibility be determined.

If parents or students have any queries in relation to the application process or the student grant scheme they should contact the "SUSI Support Desk" by telephone at 0761 08 7874 or email [support@susi.cdvec.ie](mailto:support@susi.cdvec.ie). The SUSI support is available from 9.00am-10.00pm Monday-Friday and



9.00am-6.00pm Saturdays. To facilitate applicants with visual/hearing impairments, the scheme can be made available in different formats on request from the Department's Higher Education - Equity of Access Section.

Students are always advised to make their applications as early as possible and remember that you don't have to be offered a course to apply for a grant. For more information on SUSI and to check your eligibility visit [www.studentfinance.ie](http://www.studentfinance.ie).

### **Budget 2013**

Changes include:

- The student contribution at third level will rise by €250 in 2013 to €2,500 and by €250 for the following two years to a maximum of €3,000 by 2015.
- The Budget will also see a 3% reduction in the income threshold for entitlement to student grants. Existing rates of grant support will be maintained for those qualifying in 2013.

### **NB: Mature students no longer automatically qualify for the non adjacent rate of the grant:**

according to Budget 2012, mature students are no longer automatically eligible for the non adjacent rate of the Student Maintenance Grant. This also applies to you if you have been on a VTOS allowance. Effectively this means that you must be living at least 45 km from your chosen educational institution in order to qualify for the non adjacent rate.

No maintenance grants will be paid for new entrants on postgraduate courses from the 2012-13 academic year. Fee grants (described below) will continue to be paid for those postgraduate students who would previously have qualified for the special rate of grant (see 'Special rates of grants for disadvantaged students' below).

In addition, based on their means, a further 4,000 postgraduate students will get a €2,000 fee contribution grant. The income threshold for this payment (which will be lower than the standard grant threshold) has not yet been determined.

For contact details of the Student Support Unit of the Department of Education and Skills please refer to the contacts section of this booklet.

### **Free fees initiative**

This is a state sponsored scheme. The state pays for the tuition fees of eligible students who are attending full-time third level education for the first time. Learners must be taking a full-time course that is more than two years in duration and they must be an EU national. You will have to pay a Student Contribution Fee (formerly the Registration Fee) to the institution you plan to attend before commencing, if you don't qualify for a maintenance grant. Prospective learners

should contact the institution to see how much this costs. Prospective adult learners from outside of Ireland should visit [www.education.ie](http://www.education.ie) to find out if they meet the eligibility criteria.

The Free fees Initiative only applies to full time courses, if you intend taking a degree part time, then you are currently required to pay full fees.

### **The Student Contribution Fee (formerly the Student Registration Fee)**

If you are paying full fees, you will also have to pay the Student Contribution fee, the cost of which varies depending on the institution. If you are deemed eligible for the Back to Education Allowance, then the government may meet the costs of the student contribution fee on your behalf. In order for this to happen, you must submit an application through the relevant students grant scheme. For more information visit: [www.studentfinance.ie](http://www.studentfinance.ie). As announced in Budget 2013 the student contribution at third level will rise by €250 in 2013.

### **The Back to Education Allowance**

This is a second chance educational opportunities scheme for people on welfare payments who wish to participate in full-time education. There are two options - a second level option for those who didn't complete their formal secondary education, and a third level option if you have not attended third level.

From the 2011/12 academic year the Student Grant Scheme is divided into 2 components – maintenance grants and fee grants. You cannot get the Back to Education Allowance (BTEA) and the maintenance component of a student grant together *unless* you were getting BTEA in the 2009/10 academic year and are continuing your studies or progressing to a new course.

Although you are not entitled to the maintenance component of the student grant, you must still submit a student grant application form to be assessed for a fee grant to pay your Student Contribution (formerly called the student services charge), field trip costs and tuition fees (if payable).

If you are getting a One Parent Family Payment or a disability payment (Disability Allowance, Invalidity Pension or Illness Benefit) you can choose to stay on your current social welfare payment and apply for a student grant or you can choose to transfer to the BTEA.

### **Who is eligible?**

An applicant must be in receipt of a relevant social welfare payment (for example, Jobseeker's Benefit, Jobseeker's Allowance or One Parent Family Payment) for 3 months if pursuing a 2nd level course or 9 months if pursuing a 3rd level course and be at least 21 years of age prior to commencing an approved course of study. You must be 24 or over for a third-level postgraduate

course. However, people getting an illness or disability-related payment or a person who is out of formal education for 2 years may qualify at 18 years of age. You may also be eligible for Back To Education Allowance if you are an adult dependent.

For further information visit [www.studentfinance.ie](http://www.studentfinance.ie) or [www.welfare.ie](http://www.welfare.ie).

A number of changes have been introduced to the BTEA (Back to Education Allowance) in the Budget 2013. These include:

- The €300 Cost of Education Allowance will be discontinued for new and existing participants
- New participants on the Back to Education Allowance who had been in receipt of a reduced rate of a qualifying payment because of means, will not have their Back to Education Allowance up-rated
- New participants on the Back to Education Allowance who had been in receipt of a reduced aged related rate of Jobseeker's Allowance of €100 or €144 per week will receive €160 per week on their Back to Education Allowance per week. Previously, this had been €188 per week. People who have been awarded statutory redundancy can have immediate access to the Back to Education Allowance scheme but they must be entitled to a qualifying social welfare payment before starting their course.

The allowance is paid at a rate approximately equivalent to the social welfare payment you receive. In addition, if you qualify for the Back to Education Allowance, you will keep an entitlement to any secondary benefits you already have, for example, Fuel Allowance or Rent Supplement and Mortgage Interest Supplement under the Supplementary Allowance Scheme.

### **How to apply?**

You can take a third level course at any university, college or third level institution provided it has been approved by the Department of Education and Skills. The Department may also meet the costs of the Student Contribution Fee (formerly the Student Registration fee) payable to the third level institution at the beginning of the academic year. You will need to complete the student grant application form. Since Budget 2010, if you receive the Back to Education Allowance, you will no longer qualify for a Student Maintenance Grant.

Contact your local 2nd or 3rd level school or college to get details of the courses available. Schools or colleges will also advise you on how to obtain a place on the course of your choice.

When you are accepted on a course, you should notify the Department of Social Protection by downloading and completing the Back to Education Allowance application form which is available online at [www.welfare.ie](http://www.welfare.ie) and from your Social Welfare local office. Further information and the

detailed qualifying conditions for the Back to Education Allowance are available at [www.welfare.ie](http://www.welfare.ie).

**N.B.** If you already have an undergraduate third-level qualification, (i.e. you have a degree) your application for the BTEA while pursuing post-graduate education will only be considered if you are doing a Higher Diploma in any discipline or the Postgraduate Diploma in Education, primary or secondary teaching only.

### **The Student Grant Appeals Board**

The Student Grant Appeals Board is independent and was established under the Student Support Act 2011. It is the first such board for those seeking to appeal decisions made on grants and is open to students who applied for consideration in this academic year. A Student must first submit a written appeal to the awarding authority or appeals officer who has refused their grant. If their decision is upheld the student then has 30 days to appeal to the Student Grant Appeals Board. Application forms are available from the awarding authority or the Department of Education and Skills. For more information see [www.studentfinance.ie](http://www.studentfinance.ie) (pages 30 &31) or call the Department of Education and Skills (Higher Education) on 01 8892338.

## **Additional Supports and Scholarships**

Did you know that there is a range of bursary or scholarship schemes in operation which provide an opportunity for students or potential students to access additional financial support if they meet the criteria? Schemes are available which are specifically targeted at students with limited means, students with disabilities and students from minority ethnic groups. In general, bursary or scholarship schemes are focused on higher rather than further education, however there are a number of exceptions. Visit [www.studentfinance.ie](http://www.studentfinance.ie) for further online information.

### **The Student Assistance Fund**

The Student Assistance Fund provides financial assistance for full-time higher education to students who are experiencing financial difficulties whilst attending college. Students can apply for assistance to help them with either temporary or ongoing financial difficulties. The Student Assistance Fund provides a further source of funding for higher education students in addition to the student grant.

Each year, the State allocates a certain amount of student assistance funding to all publicly funded higher education colleges based on the size of the college's full-time student population. Students in need of financial support can then make application in the college for assistance

under the Fund. The Student Assistance Fund is not available in further education/PLC colleges. To assess your eligibility for the Fund you need to be aware of the main conditions of the programme. You can check your eligibility with a **6-step guide** on [www.studentfinance.ie](http://www.studentfinance.ie).

### **The Education Finance Fund (formerly NOVA)**

Under the terms of the Indemnity Agreement reached between the State and 18 religious congregations dated the 5th June 2002 there is provision for a sum of €12.7 million to be used for former residents and their families to facilitate them in accessing programmes. This fund is administered through the Education Finance Board, application forms can be obtained from them. You, your spouse and your children may qualify for funding under the Criteria of Eligibility that has been set down by the committee.

For more information visit [www.educationfinanceboard.com](http://www.educationfinanceboard.com).

### **St Vincent de Paul**

Due to overwhelming demand last year the Education and Training grant will not be running this year. There will be some help on a local level for clients of SVP, and there will be a small scholarship fund. Keep an eye on their website: [www.svp.ie](http://www.svp.ie) in the region section for further updates.

### **SIPTU**

Members of SIPTU can apply for scholarships; awards can be made up to €1000. For more information on this scheme visit the SIPTU College section on their website [www.siptu.ie](http://www.siptu.ie).

### **IMPACT**

Members of IMPACT can apply for a grant for specific courses. For more information on eligibility criteria visit [www.impact.ie](http://www.impact.ie).

### **North/South Scholarship Scheme**

Currently there are four to six scholarships worth €15,000 (approx. £13,500) available to all students currently registered at an Irish or Northern Irish University or Dublin Institute of Technology (or who have graduated in the past five years) who are:

- proposing to take up a place on a recognised Master's course or the first year of a PHD programme which would require them to relocate to the other jurisdiction on the island of Ireland
- wishing to follow a cross border Master's course or the first year of a PHD programme involving significant study in the other jurisdiction
- And regardless of nationality or birthplace.

Please visit [www.crossborder.ie](http://www.crossborder.ie) for more information.

## **SPIDAS**

The Special Initiatives for Disadvantaged Adults Scheme (SPIDAS) forms part of the Community Education grant. SPIDAS is a small discretionary fund to enable VECs support disadvantaged adult learners enrolled in second chance education at levels 1 – 4 by providing funds towards the cost of fees, books, materials, travel and meals. It is only used in exceptional circumstances where all other programmes do not apply to a disadvantaged adult learner. Those in receipt of the Back to Education Allowance or in receipt of an allowance pertaining to a particular programme are not eligible for additional funding from this fund. Contact your local VEC Community Education Facilitator (usually one of each per county) or the Adult Education Guidance Service to see what they may be able to support. Please refer to the contacts section at end of the booklet.

## **The NUI Galway Scholarship**

NUI Galway has announced details of a new scholarships scheme for postgraduate students designed to reward exceptional achievement. Postgraduate Scholarships valued at €1,500 per student will be awarded to all students studying a postgraduate taught Masters programme in the year 2013/14 who have a first class honours undergraduate degree. The new initiative is open to postgraduate students, applying for a fulltime taught Masters programme due to commence in autumn 2013. Scholarships will be awarded to students accepted on a fulltime taught masters and who fulfill the criteria as outlined by the University.

For more information visit: [www.nuigalway.ie/postgraduate/scholarships](http://www.nuigalway.ie/postgraduate/scholarships).

## **Female bursaries- financial supports for women apprentices**

FÁS is committed to promoting equality of opportunity in the workplace. Through its action programme for women – Women in Focus – FÁS provides opportunities for women to broaden their career options into new and non-traditional areas of work. To promote the entry of women into the designated apprenticeships, FÁS offers a bursary to employers in both the public and private sectors to encourage an increased level of recruitment of women apprentices. This bursary may help you in securing an apprenticeship. The bursary provides a total grant of €2,667 to each employer for each female apprentice recruited. The grant is a contribution towards wage and other apprentice costs over the first 28 weeks of phases 1 and 3 (on-the-job phases) of the Apprenticeship. The [Application form](#), also available from FÁS Services to Business advisors in each Region, is sent in by the employer at the time of registering the female apprentice with FÁS. Visit [www.fas.ie](http://www.fas.ie).

## Financial and other supports for Students with Disabilities

### Fund for Students with Disabilities

This scheme allocates funding to further and higher education colleges for the provision of services and supports to full-time students with disabilities. Eligible students can receive assistance from the Fund from PLC level right up to doctoral level. You do not have to be in the first year of a course to be eligible to apply for the Fund. Application for the first time can be made during any year of study on an approved course at further or higher education level. The HEA administers the Fund which allows colleges to provide specialised equipment and support the specific needs of a learner with a disability. Applications to the Fund are made on behalf of an eligible student by their college following an assessment of need. Contact the Disability or Access offices in your institution for further information. Applications cannot be made directly to the Fund by students. Colleges are also responsible for the management of the funding approved for eligible students.

Find out more about the Fund for Students with Disabilities: visit [www.studentfinance.ie](http://www.studentfinance.ie) and then click ***fund students with disabilities***.

### The CRC Ciaran Barry Graduate Scholarship

The scholarship is reserved for a student undertaking a postgraduate degree and is open to any academic discipline. The grant covers one year of study for students with disabilities. For further information, application form and rules visit [www.crc.ie](http://www.crc.ie).

### The NUI Award Scheme for Students with Disabilities

Awards with a total value of €11,000 are available to new entrant undergraduate students registered for the first year of a primary degree programme of studies, in one of the constituent universities or recognised colleges of the NUI, and who have serious physical disabilities.

More details can also be obtained from the Disability Office in each of the NUI colleges (NUI Galway, NUI Maynooth and University College Cork) or visit [www.nui.ie](http://www.nui.ie).

### DCU Scholarship

DCU run a scholarship scheme which supports students with disabilities who wish to combine their academic course with their sporting interests. There is a limited number available; those eligible must have secured a place at DCU through CAO as a Leaving Cert student or as a mature applicant. The award aims to cover training, travel and coaching expenses and involves free access to the DCU sports complex. Contact [yvonne.mcgowan@dcu.ie](mailto:yvonne.mcgowan@dcu.ie) for further information.

***“After only a short while I came to realise that the way to create positive change within my life was to educate myself. The subsequent learning experience was a revelation and it opened up a whole new world of experiences and opportunities. It has literally been life changing. By taking one small step at a time I have managed to achieve personal goals that I would previously have thought impossible.” Anna Delaney – Adult Learner***

**Other supports:**

### **How to access disability supports when applying to third level?**

There are a number of supports in place for adult learners with disabilities thinking of returning to education. AHEAD is one organisation which exists to promote full access and participation in third level education for learners with disabilities also helping them gain employment after graduating. AHEAD provide an information service to learners and have developed information sheets and other key resources for learners. They also have an excellent website [www.ahead.ie](http://www.ahead.ie) which is a one-stop shop for information in terms of legislation, funding, learning supports, training, projects, work placements and assistive technology.

### **What legislation exists in Ireland to support learners with disabilities?**

Currently there are four key pieces of relevant legislation which are as follows;

- The Employment Equality Act 1998
- The Equal Status Act 2000
- The Equality Act 2004
- The Disability Act 2005.

### **Can an adult learner with a disability qualify for exemptions when applying to third level through the CAO?**

Through the CAO it is possible to gain entry via the Supplementary Admissions Route. However it is important to note that entry criteria can vary from one college to another. Some colleges accept learners with disabilities who have achieved 15% below the set points for the course the year an application is being made. Whilst others may have another system in place and may assess each application on an individual basis. Unless a learner has an approved language exemption learners must obtain the minimum core subject entry requirements for their chosen course.

### **What supports can a learner with a disability avail of once they have secured a place in third level?**

Firstly it is important to note that many HEIs especially within the university sector now have designated Disability Officers in place who can provide information on a range of supports such



as funding, accommodation, assistive technology and who generally implements the institutions disability policy. However in smaller institutions this work is often done by the Access Officers.

One of the most important things a learner with a disability can do in making their application is tick the box on the CAO form marked **do you have a disability?** This information will be given to the institution and they will be aware that they will need support upon entry. However all information given to the institution will be treated confidential. It is also important to make arrangements in terms of examination facilities, and seek assistance and the relevant supports from the Disability Office/ Access Office at the beginning of your academic year. It may also be useful to make yourself known to your lecturers as they too may need to be aware of your circumstances.

Universities and colleges can provide many supports such as:

- Transcription services
- Enlarged examination papers
- Braille material
- Use of assistive technology
- Sign Language Interpreters
- Funding.

With regards to mental health USI have also recently launched an innovative mental health awareness pack which has been disseminated to all HEIs as part of their Mental Health Awareness Campaign. This pack provides information to learners through postcards, stickers and bookmarks. Learners can obtain a pack from their Access Office.

Below is a list of useful contacts that also provide information regarding support for people with disabilities.

<b>ORGANISATION</b>	<b>PHONE</b>	<b>WEB</b>
AHEAD	01-7164396	<a href="http://www.ahead.ie">www.ahead.ie</a>
AWARE	01-6617211	<a href="http://www.aware.ie">www.aware.ie</a>
Centre for Independent Living	01-8730455	<a href="http://www.dublincil.org">www.dublincil.org</a>
Deaf Hear	01-8723800	<a href="http://www.deafhear.ie">www.deafhear.ie</a>
Disability Federation of Ireland	01-4547978	<a href="http://www.disability-federation.ie">www.disability-federation.ie</a>
ENABLE IRELAND	01 872 7155	<a href="http://www.enableireland.ie">www.enableireland.ie</a>
HADD Family Support Group	01 8748349	<a href="http://www.hadd.ie">www.hadd.ie</a>
Irish Deaf Women's Group	01-8601878	<a href="http://www.irishdeafsociety.ie">www.irishdeafsociety.ie</a>
Mental Health Ireland	01-2841166	<a href="http://www.mentalhealthireland.ie">www.mentalhealthireland.ie</a>
National Council for the Blind	1850 334 353	<a href="http://www.ncbi.ie">www.ncbi.ie</a>
National Disability Authority	01-6080400	<a href="http://www.nda.ie">www.nda.ie</a>
The Irish Deaf Society	01-8601878	<a href="http://www.deaf.ie">www.deaf.ie</a>

## Higher Education Authority Initiative - DARE

In 2009, The Irish Universities Association, Dublin Institute of Technology and partners launched, on a national basis, an access route for students who wish to progress to higher education. The Disability Access Route to Education (DARE) is for students with a disability. DARE is a college and university admissions scheme which offers places on a reduced points basis to school leavers with disabilities. The new route will be of interest not just to students but also to their parents/guardians, teachers and guidance counsellors. Further information and details are available on the website [www.accesscollege.ie](http://www.accesscollege.ie).

For questions on completing a DARE application, please contact the CAO Helpdesk by clicking 'Contact Us' at [www.cao.ie](http://www.cao.ie) or calling 091 509 800. For information on admission and supports for students with disability going to college contact the **AHEAD Helpline** at 01 716 4396 or go to the AHEAD website [www.ahead.ie](http://www.ahead.ie).

## The USI

The Students Union of Ireland (USI), Equality Officer has the responsibility of initiating campaigns for the defence and promotion of student's right in the areas of equality. The officer is responsible for running Equality Training Events and is the chairperson of Equality Working. Further information is available from the Equality Officer, USI [equality@usi.ie](mailto:equality@usi.ie) or refer to the contacts section.

## The WAM (Willing Able Mentoring) Programme

The WAM (Willing Able Mentoring) Programme offers graduates with disabilities the chance to take up mentored work placements for up to six months in a variety of companies around Ireland. The placements offer graduates the chance to gain valuable experience and to pick up solid skills. All participants are paid the going rate for the work they do.

All WAM placements have a company mentor who helps graduates to settle into the workplace. This company mentor is the link between the WAM programme and the company. WAM is funded by the Department of Social Protection (2012/2013) and has placed over 150 graduates with disabilities within its network of employers since 2006.

For more information on the WAM Programme and current work placement opportunities please contact Linda Kelly, Telephone: 01 278 9325, E-mail: [wam@ahead.ie](mailto:wam@ahead.ie).

## Area-based Scholarships/Grants

### Credit Union Member Scholarships/Bursaries

Many Credit Unions in Ireland provide a number of scholarships or bursaries in their catchment areas for students studying at all levels of further and higher education. For details of your local Credit Union, visit [www.creditunion.ie](http://www.creditunion.ie) or refer to the contacts section at the end of this booklet.

### Dublin Port Company Scholarships 2013

Dublin Port Company, in conjunction with the Dublin Port Community Liaison Committee, has initiated a scholarship scheme in order to provide opportunities for individuals living in the Port area of Dublin to fulfill their potential through education.

Candidates for Scholarships:

- Individuals living in the Port area of Dublin for a minimum of 5 years
- Individuals who would experience significant financial difficulty in undertaking a third-level course of study
- Candidates for the scholarships will include school leavers, mature students and individuals wishing to pursue third-level foundation courses as well as repeat Leaving Certificate students
- The scholarship programme does not include postgraduates.

More information and application forms are available at [www.dublinport.ie](http://www.dublinport.ie). Also refer to the contacts section for more details.

### Dublin Docklands Development Authority

The scholarships, originally supported by Reuters Ireland and SIPTU, offer €1,300 per annum for students on degree courses, and €650 for those on Diploma or Certificate courses. The scholarships are awarded by the Docklands Authority following a formal application and interview process. To apply all candidates must meet the following criteria:

- Candidates must live in the Docklands catchment area or its immediate hinterland
- Approved courses must be full-time third level courses
- Criteria for selection will be academic achievement, financial circumstances, motivation and interview
- Candidates may be school leavers or mature students.

Over the years applications have increased and therefore deadlines of application must be adhered to. Applicants should check closing dates with the DDDA prior to making an application. Applicants must also be available to attend interview. AONTAS advises you to check with the DDDA for up to date information. For further information on this grant visit [www.dublindocklands.ie](http://www.dublindocklands.ie) or refer the to contacts section for more details.

## Annie Kelly Education Bursary

The Annie Kelly Education Bursary was established in 2002 in memory of Annie Kelly, a community activist from Drumalee in the North West Inner City who was a member of the North Inner City Drugs Task Force. The bursary is designed to help people from North Inner City communities access further education. For further information please phone Miriam at 01 8366592 or email [admin@nicdtf.ie](mailto:admin@nicdtf.ie).

## General Scholarships/Grants

### Bursaries

Many universities and institutions offer bursaries so it is useful to keep to regularly check the institutions website for new funding opportunities. When researching finance options have a look in their fees and funding section for up to date information, also visit:

[www.postgradireland.com](http://www.postgradireland.com) and [www.studentfinance.ie](http://www.studentfinance.ie) for the latest information and advice.

### All Ireland Scholarship Scheme

The All Ireland Scholarship Scheme will provide third-level education scholarships to 120 top-performing Leaving Certificate students from disadvantaged backgrounds each year.

Detailed information on this scheme is provided on [www.education.ie](http://www.education.ie) go to **students & trainees / scholarships**.

### The Walton Bursaries

A new scholarship scheme for higher education called the Walton Bursaries after Ernest Walton has been announced. This will replace the existing scholarship scheme with a new set of bursaries, aimed solely at students from disadvantaged backgrounds.

60 students from DEIS schools who hold medical cards will receive a bursary of €2,000 each this September. This number will rise over each of the next three years, with over 350 students a year benefiting by 2015. The bursary will be awarded regionally on the basis of the leaving cert results achieved by students. It is hoped that this new scholarship will benefit the students who most need the support to continue with their education.

For further information and details visit [www.education.ie](http://www.education.ie) then go to students & trainees / scholarships on the scheme.

***The above Scholarship Scheme has replaced the Third Level Scholarships For Students from the Gaeltacht, 2011, Scheme of Third Level Scholarships, 2011 (through Irish : Restricted), the Scheme of Irish Third Level Scholarships, 2011 (Unrestricted), the Donagh O'Malley Scholarship Scheme and the Easter Week Commemoration Scholarship Scheme.***

### **The Irish Taxation Institute Third Level Scholarship Programme**

This scholarship programme is open to all Leaving Certificate students in the Republic of Ireland who have an interest in a career in taxation. The Irish Taxation Institute sponsors the student through third-level education and afterwards through the AITI taxation programme, qualifying the student to become a professional tax adviser. Visit [www.taxireland.ie](http://www.taxireland.ie) and refer to the contacts section, for further information on the application procedure, visit:

<http://www.taxireland.ie/education/Scholarship.aspx>.

## **Scholarships for Postgraduate study**

### **Trinity College Dublin postgraduate awards and prizes**

As well as various university studentships and fellowships, Trinity College Dublin lists a total of 39 other postgraduate awards and prizes – largely private donations, bequests and bursaries – ranging from €63 to more than €16,000 per year. For more information please visit:

[www.tcd.ie/Graduate\\_Studies/prospectivestudents/awards/index.php](http://www.tcd.ie/Graduate_Studies/prospectivestudents/awards/index.php).

### **The UCD Michael Smurfit Graduate Business School scholarships**

The UCD Michael Smurfit Graduate Business School has announced its 2013 Aspire Scholarship programme which offers three MBA and nine MSc scholarships, aimed specifically at those who could not otherwise afford to study at the School. The scholarships cover half the cost of the tuition fees of the relevant courses. For more information please visit:

[www.smurfitschool.ie/aspire/](http://www.smurfitschool.ie/aspire/)

### **Bord Bia Marketing Fellowship**

UCD Michael Smurfit Graduate Business School, in partnership with Bord Bia, offers 25 students the Bord Bia Marketing Fellowship. This intensive 12-month learning programme gives successful candidates the combined opportunity to gain hands-on experience working with some of Ireland's most respected food companies and also gain a postgraduate qualification. Participants' time is split between working in foreign locations, supported by Bord Bia, and studying for an MSc International Marketing Practice at UCD Smurfit School.

This is a fully-funded programme, including all tuition fees, and participants will receive a bursary of €22,800. For more information please visit [www.smurfitschool.ie/bordbia](http://www.smurfitschool.ie/bordbia).

### **Burren College of Art scholarships**

Burren College of Art, a private art college affiliated to NUI Galway offers 25 scholarships and funding opportunities for fine art students. For more information please visit:

[www.burrencollege.ie/programmes/mfa/fees2.html](http://www.burrencollege.ie/programmes/mfa/fees2.html).

### **Research funding for PhD students in telecommunications**

The Telecommunications Graduate Initiative (TGI) promotes four-year structured PhDs in telecommunications across a consortium of seven Irish universities and ITs. 35 four-year studentships incorporating a tax-free €16,000 annual stipend and a €5,000 annual allowance were launched in October 2011 and a number are still available. For more information please visit: [www.tgi.ie](http://www.tgi.ie).

### **Queen's University Belfast studentships**

In Northern Ireland, Queen's University Belfast offers an annual university studentships for both taught and research programmes, which cover the full payment of tuition fees and include a maintenance allowance. They also offer six other annual scholarships ranging from €650 to €5,000, and link to further external funding sources, including the Leverhulme Trust and the Joseph Rowntree Foundation. For more information please visit:

[www.qub.ac.uk/home/Research/PostgraduateCentre/PostgraduateAwards](http://www.qub.ac.uk/home/Research/PostgraduateCentre/PostgraduateAwards).

### **University of Ulster scholarships and awards**

Funding is available for both taught and research postgraduate study at the University of Ulster in the form of studentships and scholarships, including the Print Futures Awards and the North/South Postgraduate Scholarships. For more information please visit:

<http://prospectus.ulster.ac.uk/geninfo/postgrad-funding.html>

### **Government of Ireland Research Scholarships in the Humanities and Social Sciences**

These scholarships fund research opportunities in the Humanities, Social Sciences, Law and Business Studies. Applicants must be nationals of a member country of the European Union. They should already be, or will be during the forthcoming year, registered in a recognised third-level institution as full-time postgraduate research students pursuing degrees by major thesis.

Scholarships are awarded initially for one year, but subject to terms and conditions, and may be renewable for up to two additional years. Fees will also be covered for the period of the Scholarship. The closing date for receipt of applications is early January. Application forms and further information are available visiting [www.irchss.ie](http://www.irchss.ie) also refer to contacts section.

### **Government of Ireland Research Scholarships in Science, Engineering and Technology**

Graduate research scholarships are available to up to 150 outstanding students in Science, Engineering and Technology, by the Irish Research Council for Science, Engineering and

Technology (IRCSET). A formal call for submissions from interested students is advertised in national newspapers early in the new year and the funding starts in the following academic year.

Funding will be available for three years to outstanding students who register to study towards a Ph.D., though this time period may be revised to cater for students whose research demands longer time periods. The level of funding will be kept under review and raised upwards on a regular basis. Applications must be made via the on-line system and forms are available from the website [www.ircset.ie](http://www.ircset.ie).

### **Tax Relief**

Tax relief can be claimed on tuition fees up to a maximum fee limit of approximately €7000. Learners can claim back up to 20% of course fees through tax relief. Applicants are advised to contact their local tax office in relation to this and to note that the course must be delivered through or in conjunction with an approved institution. The Finance Bill passed in February 2011 made some important changes to claiming tax relief. All tax-relief is abolished for the first €2,000 of charges for full time students, and the first €1,000 for part-time students.

For more information visit <http://www.revenue.ie/en/tax/it/leaflets/it31.html>.

***Adult Learner, Judith would certainly encourage anyone to look at adult education and where possible “ follow your heart. Look at where your interests are and there will be a course to match. It’s always easier to stay motivated if you are passionate about what you are studying. While there are always things to consider, like finances and family, anyone who hadn’t a chance to study when they were younger or feel they need to try something new should find out what is there. It will always stand to you, even if it doesn’t lead to a job straight away”. Judith Cullen – Adult Learner.***

## How to?

### How to become a Counsellor

Entry to this position is very competitive in Ireland and currently no formal educational qualifications are essential. The Irish Association for Counselling and Psychotherapy (IACP) has strict ethical guidelines for training for its members and many employers will ask for IACP accreditation. To apply for accreditation applicants must join as an associate member and then take a core counselling course which must be at least 2 years duration full or part-time. Applicants must also complete 450 hours of supervision and training of client work.

There are different levels of entry to this job which include:

- Degree level – Qualifications in psychology/sociology or social work provide useful knowledge required for this type of job. A degree is very useful but not essential.
- Postgraduate qualifications in counselling are available.
- For adult learners very often life experience, maturity and personal qualities can be more important than formal educational qualifications.
- Work experience- as entry to this job is competitive it's important you try to gain some experience in the field. This would include anything that involves dealing with the public and using the core skills required for the job. Work experience in the caring profession is of benefit.

For more detailed information on counselling visit [www.irish-counselling.ie](http://www.irish-counselling.ie).

### What skills are required to be a counsellor?

There are many important personal qualities required for this area of work which include: excellent listening skills, the ability to provide encouragement and support, discretion, tactfulness, and the ability to sympathise. The ability to maintain confidentiality is crucial to this position.

### How to repeat your Leaving Certificate

**I want to repeat the Leaving Certificate but I don't know how to find a course or how much it will cost?**

City and County Vocational Educational Committees (VEC's) offer repeat Leaving Certificate courses in a number of colleges throughout the country. Alternatively a number of private colleges offer repeat Leaving Certificate courses. Enrolment and advice on subject choices normally takes place from the beginning of August to mid September each year, depending on the college. The cost of doing a repeat Leaving Certificate varies. VEC colleges are the less expensive option, however students are advised to check with their local VEC to see what exact costs are involved. If you choose to repeat it with a private college the cost is considerably



higher. You should contact your local Adult Education Guidance Initiative if you are thinking of repeating your Leaving Certificate. For further information, refer to the contacts section of this booklet or visit [www.ncge.ie](http://www.ncge.ie).

## **How to become an adult education tutor**

### **Can you give me some tips on how to become an adult education tutor?**

In Ireland the VECs and FÁS are currently the main providers of adult education locally. These are also two of the most well known employers in this area. However recruitment processes for those interested in gaining employment in this area can vary from institution to institution. Therefore potential tutors need to contact them directly to find out about their recruitment processes. Generally there is no hard and fast way of becoming an adult education tutor. Although it is advisable, it is not essential for every adult education tutor to hold a qualification in this area. Most tutors come with an experiential background and have developed their skills through their work. However often tutors can have a variety of qualifications and experiences. There is no set pattern in qualifications.

Community groups often offer courses independently of VECs & FÁS so if you are interested in this field it is recommended that you keep an eye on local community notice-boards to see who is offering what and where. Potential adult education tutors can benefit from gaining certification in facilitation. Groups such as Meitheal deliver courses at various levels in this area. Activelink is an online network for Irish non-profit organisations. Activelink offers information on training and employment opportunities for those interested in a career in the adult education sector. Their website is [www.activelink.ie](http://www.activelink.ie).

It can be advisable but not always necessary to have a qualification in adult education if thinking about teaching adults – NUIM and UCC offer certificates and diplomas in adult education, community education and community development. You may also be able to avail of these courses on an outreach basis.

Adult literacy tutors are people who want to work with adults who have literacy difficulties. If an adult wants to specialise in teaching literacy, they should contact their local literacy schemes. To be a tutor it is not necessary that you are a teacher, have a degree or have even finished second level education. Prospective tutors, however, will need to have excellent communication skills, strong literacy skills, be good listeners and have the ability to be discreet. It is essential that tutors provide training in complete confidence. After completing the training, the new tutor and student are matched to start one-to-one sessions. Tutors will be required to meet with the students at an agreed place and time.

## **How to become a Teacher's Assistant**

### **What is a Teacher's Assistant?**

A teacher's assistant supports teachers with classroom activities and learning, generally in primary or secondary school. This work generally involves working with children, on a one-to-one or in small groups, who may have physical, visual, hearing or behavioural, emotional, or learning difficulties and who therefore have special educational needs. Increasingly the role of the Special Needs Teaching Assistant is to help those with emotional/physical problems to achieve their full potential whilst in education.

### **What qualifications do you need to become a Teacher's Assistant?**

Previous experience of working with children is essential and maturity is also an advantage. However some employers ask employees to have a formal qualification such as a FETAC certificate in Childcare, Special Needs Assistants or both. Prospective students should note that entry to a FETAC course for mature students does not require formal academic qualifications and is by interview.

### **So how do you become a Teacher's Assistant?**

It is advised that before taking up a course in this area, that prospective students gain some form of experience of working with children. Prior work or voluntary experience can also provide students with the skills needed to be utilised in the future and this also adds to an individual's CV. Individuals can however apply directly to a school of their choice for this position. Many schools provide in- house training. Formal training in areas such as first aid and health and safety can support an individual's application.

## **How to become a TEFL tutor**

Courses are delivered on a part-time, evening, distance and weekend basis throughout the country. Fees vary from institution to institution and therefore it is recommended that potential students research their chosen course with the provider. For current listings of recognised courses information is available on the National Qualifications Authority of Ireland website [www.nqai.ie](http://www.nqai.ie) under the ACELS (Accreditation and Co-ordination of English Language Services).

### **What skills are required to pursue a course or career in this area?**

Regulations to teach English vary from country to country, however to teach in Ireland the Department of Education & Skills requires the teacher to have a primary degree plus have successfully completed a TEFL course of not less than 70 hours duration. Although a foreign language is not a requirement it can often prove to be very useful.

### What choices are available?

Currently there are 2 recognised certificates for initial TEFL qualifications on offer by course providers in Ireland:

- **Certificate in Teaching English as a Foreign Language** – This is a full initial TEFL Qualification. All successful students who are awarded this certificate are eligible to work in all Department of Education and Skills recognised schools in Ireland. Students are generally required to have a Level 7 Qualification i.e. Ordinary Degree.  
The length of courses varies but on average is generally 115 hours and includes practical teaching experience.
- **Certificate for Teaching English as a Foreign Language to Secondary Level Students** - This is a preparatory TEFL Qualification aimed at state qualified teachers. It is also open to teachers in their final year of training and all successful students who obtain this qualification are eligible to work in Junior English Language Teaching (Secondary School) sector and in the summer school sector in Ireland. Students are required to have completed or are in the process of completing a H. Dip in Education or alternatively are in their final year of a B.Ed course. Successful completion of both of these is required before students are eligible to teach on Junior courses in recognised English Language Training organisations. These courses are much shorter in length and last approximately 1 week.

## Contacts by section

How to get involved in adult learning			
Adult Education Guidance Initiative	<a href="http://www.ncge.ie">www.ncge.ie</a> , <a href="http://www.aegai.ie">www.aegai.ie</a>	01-8690715/6	<a href="mailto:ncgeinfo@ncge.ie">ncgeinfo@ncge.ie</a>
AONTAS	<a href="http://www.aontas.com">www.aontas.com</a>	01-4068220	<a href="mailto:mail@aontas.com">mail@aontas.com</a>
Local Employment Services	<a href="http://www.localemploymentservices.ie">www.localemploymentservices.ie</a>		
Jobs Facilitators	<a href="http://www.welfare.ie">www.welfare.ie</a>		
Qualifications			
QQI	<a href="http://www.qqi.ie">www.qqi.ie</a>	01-9058100	
NQAI	<a href="http://www.nqai.ie">www.nqai.ie</a>	01-9058100	
HETAC	<a href="http://www.hetac.ie">www.hetac.ie</a>	01-9058100	
FETAC	<a href="http://www.fetac.ie">www.fetac.ie</a>	01-9058100	
National Framework of Qualification Authority	<a href="http://www.nfq.ie">www.nfq.ie</a>		
Europass and National qualification authority	<a href="http://www.europass.ie">www.europass.ie</a> or <a href="http://www.nqai.ie">www.nqai.ie</a>		<a href="mailto:info@europass.ie">info@europass.ie</a>
Where can I find information about my learning options?			
Adult Education Guidance Initiative	<a href="http://www.ncge.ie">www.ncge.ie</a> , <a href="http://www.aegai.ie">www.aegai.ie</a>	01-8690715/6	<a href="mailto:ncgeinfo@ncge.ie">ncgeinfo@ncge.ie</a>
Career Directions	<a href="http://www.careerdirections.ie">www.careerdirections.ie</a>		
Citizens Information	<a href="http://www.citizensinformation.ie">www.citizensinformation.ie</a>		
City and Guilds	<a href="http://www.cityandguilds.com/ireland">www.cityandguilds.com/ireland</a>	01-405 2020	<a href="mailto:ireland@cityandguilds.com">ireland@cityandguilds.com</a>
Department of Social Protection	<a href="http://www.welfare.ie">www.welfare.ie</a>		
FÁS	<a href="http://www.fas.ie">www.fas.ie</a>	01-607 0500	
LES guidance counsellors	<a href="http://www.localemploymentservices.ie">www.localemploymentservices.ie</a>		
INOUE	<a href="http://www.inou.ie">www.inou.ie</a>	01-8560088	<a href="mailto:info@inou.ie">info@inou.ie</a>
Department of Education and Skills- Student Support Unit	<a href="http://www.education.ie">www.education.ie</a>	01-8896400/057-9384300/0906483600	
Qualifax, The Learner Database	<a href="http://www.qualifax.ie">www.qualifax.ie</a>	05997-20924	<a href="mailto:info@qualifax.ie">info@qualifax.ie</a>
AONTAS	<a href="http://www.aontas.com">www.aontas.com</a>	01-4068220	<a href="mailto:mail@aontas.com">mail@aontas.com</a>
Local Employment Services Network	<a href="http://www.localemploymentservices.ie">www.localemploymentservices.ie</a>		
Libraries	<a href="http://www.library.ie">www.library.ie</a>		
NALA	<a href="http://www.nala.ie">www.nala.ie</a>	01-4127900	<a href="mailto:info@nala.ie">info@nala.ie</a>

Teagasc	<a href="http://www.teagasc.ie">www.teagasc.ie</a>	059-917 0200	<a href="mailto:info@teagasc.ie">info@teagasc.ie</a>
The Union of Students in Ireland (USI)	<a href="http://www.usi.ie">www.usi.ie</a>	01-7099300	<a href="mailto:info@usi.ie">info@usi.ie</a>
Vocational Education Committees (VECs)	<a href="http://www.vec.ie">www.vec.ie</a>		
Activelink	<a href="http://www.activelink.ie">www.activelink.ie</a>	01-6677326	
DARE	<a href="http://www.accesscollege.ie">www.accesscollege.ie</a>		
HEAR	<a href="http://www.accesscollege.ie">www.accesscollege.ie</a>		
<b>Adult Basic Education</b>			
Vocational Education Committee (VEC)	<a href="http://www.vec.ie">www.vec.ie</a>		
National Adult Literacy Agency (NALA) at their	<a href="http://www.nala.ie">www.nala.ie</a> <a href="http://www.writeon.ie">www.writeon.ie</a>	freephone helpline 1800 20 20 65	
Local Employment Services Network	<a href="http://www.localemploymentservices.ie">www.localemploymentservices.ie</a>		
<b>Second Chance &amp; Further Education</b>			
Vocational Education Committees (VECs)	<a href="http://www.vec.ie">www.vec.ie</a>		
Qualifax	<a href="http://www.qualifax.ie">www.qualifax.ie</a>	059 9720924	<a href="mailto:info@qualifax.ie">info@qualifax.ie</a>
Learning Ireland	<a href="http://www.learningireland.ie">www.learningireland.ie</a>	01-865 2160	<a href="mailto:info@learningireland.ie">info@learningireland.ie</a>
Careers portal	<a href="http://www.careersportal.ie">www.careersportal.ie</a>		
Studentfinance.ie	<a href="http://www.studentfinance.ie">www.studentfinance.ie</a>		
VTOS	<a href="http://www.qualifax.ie">www.qualifax.ie</a>	Ring your local VEC	
Adult Education Officer in your local VEC	<a href="http://www.aeo.ie">www.aeo.ie</a> ; <a href="http://www.vec.ie">www.vec.ie</a>		
Local social welfare office	<a href="http://www.welfare.ie">www.welfare.ie</a>		
Local Employment Services	<a href="http://www.localemploymentservices.ie">www.localemploymentservices.ie</a>		
<b>Community Education</b>			
AONTAS	<a href="http://www.aontas.com/commed">www.aontas.com/commed</a>	01-4068220	<a href="mailto:mail@aontas.com">mail@aontas.com</a>
CEFA	<a href="http://www.cefa.ie">www.cefa.ie</a>	090 6497004	
<b>Foundation &amp; Access Courses</b>			
Mature Students Ireland (MSI)	<a href="http://www.maturestudents.ie">www.maturestudents.ie</a>		<a href="mailto:info@maturestudents.ie">info@maturestudents.ie</a>
CAO	<a href="http://www.cao.ie">www.cao.ie</a>	091-509800	

<b>Higher / Third Level Education</b>			
CAO	<a href="http://www.cao.ie">www.cao.ie</a>	091-509800	
Bluebrick, Institutes of Technology	<a href="http://www.bluebrick.ie">www.bluebrick.ie</a>		
<b>Distance, On-Line, Flexible and Blended Learning</b>			
Qualifax	<a href="http://www.qualifax.ie">www.qualifax.ie</a>	059-97 20 924	<a href="mailto:info@qualifax.ie">info@qualifax.ie</a>
Atlantic University Alliance	<a href="http://www.aua.ie">www.aua.ie</a>		
Libraries e-learning	<a href="http://www.library.ie/fas-elearning">www.library.ie/fas-elearning</a>		
FÁS e-Learning Portal	<a href="http://www.ecollege.ie">www.ecollege.ie</a>	01-2043732 / 2043752	<a href="mailto:ecollegeinfo@fas.ie">ecollegeinfo@fas.ie</a>
FÁS e-learning at the library	<a href="http://www.library.ie">www.library.ie</a>		
NALA	<a href="http://www.nala.ie">www.nala.ie</a> <a href="http://www.writeon.ie">www.writeon.ie</a>	01-4127900	<a href="mailto:info@nala.ie">info@nala.ie</a>
Distance Learning	<a href="http://www.distancelearningireland.com">www.distancelearningireland.com</a>		
Revenue	<a href="http://www.revenue.ie">www.revenue.ie</a>		
Learning Ireland	<a href="http://www.learningireland.ie">www.learningireland.ie</a>	01-8652160	<a href="mailto:info@learningireland.ie">info@learningireland.ie</a>
<b>Apprenticeships &amp; Training</b>			
FÁS	<a href="http://www.fas.ie">www.fas.ie</a>		
IBEC	<a href="http://www.ibec.ie">www.ibec.ie</a>	01-605 1500	
Jobbridge	<a href="http://www.jobbridge.ie">www.jobbridge.ie</a>	046 973808	<a href="mailto:jobbridgeapp@fas.ie">jobbridgeapp@fas.ie</a>
TUS	<a href="http://www.welfare.ie">www.welfare.ie</a>		
<b>Workplace Learning</b>			
ICTU	<a href="http://www.ictu.ie">www.ictu.ie</a>	01-8897777	<a href="mailto:congress@ictu.ie">congress@ictu.ie</a>
TUI	<a href="http://www.tui.ie">www.tui.ie</a>	01-492 2588	<a href="mailto:tui@tui.ie">tui@tui.ie</a>
INOUE	<a href="http://www.inoue.ie">www.inoue.ie</a>	01-8560088	<a href="mailto:info@inoue.ie">info@inoue.ie</a>
IMPACT	<a href="http://www.impact.ie/iopen24">www.impact.ie/iopen24</a>		
Skillsnet	<a href="http://www.skillnets.ie">www.skillnets.ie</a>	01-2079630	<a href="mailto:info@skillnets.com">info@skillnets.com</a>

Financial Supports			
AONTAS	<a href="http://www.aontas.com">www.aontas.com</a>	01-4068220	<a href="mailto:mail@aontas.com">mail@aontas.com</a>
Student Finance	<a href="http://www.studentfinance.ie">www.studentfinance.ie</a>		
VECs	<a href="http://www.vec.ie">www.vec.ie</a>		
DES-student support unit	<a href="http://www.education.ie">www.education.ie</a>	01-8734700 057-9324387 9324383	
Education Finance Board	<a href="http://www.educationfinanceboard.com">www.educationfinanceboard.com</a>	1890 742 742	<a href="mailto:info@educationfinanceboard.com">info@educationfinanceboard.com</a>
Saint Vincent de Paul	<a href="http://www.svp.ie">www.svp.ie</a>	01-838 6990	<a href="mailto:info@svp.ie">info@svp.ie</a>
SIPTU	<a href="http://www.siptu.ie">www.siptu.ie</a>	01-8586300	
IMPACT	<a href="http://www.impact.ie">www.impact.ie</a>		
Crossborder	<a href="http://www.crossborder.ie">www.crossborder.ie</a>	+44 (0)28375 1 1550	
Financial and other supports for students with disabilities			
AHEAD	<a href="http://www.ahead.ie">www.ahead.ie</a>	01-7164396	
AWARE	<a href="http://www.aware.ie">www.aware.ie</a>	01-6617211	
Centre for Independent Living	<a href="http://www.dublincil.org">www.dublincil.org</a>	01-8730455	<a href="mailto:info@dublincil.org">info@dublincil.org</a>
CRC	<a href="http://www.crc.ie">www.crc.ie</a>		
DCU	<a href="http://www.dcu.ie">www.dcu.ie</a>	<a href="mailto:anne.oconnor@dcu.ie">anne.oconnor@dcu.ie</a>	
Deaf Hear	<a href="http://www.deafhear.ie">www.deafhear.ie</a>	01-8175700/ <b>Minicom:</b> 01-8175777	
Disability Federation of Ireland	<a href="http://www.disability-federation.ie">www.disability-federation.ie</a>	01-4547978	
ENABLE IRELAND	<a href="http://www.enableireland.ie">www.enableireland.ie</a>	01- 8727155	
Irish Deaf Women's Group	<a href="http://www.irishdeafwomensgroup.weebly.com">www.irishdeafwomensgroup.weebly.com</a>	0861719570	
Mental Health Ireland	<a href="http://www.mentalhealthireland.ie">www.mentalhealthireland.ie</a>	01-2841166	
National Council for the Blind	<a href="http://www.ncbi.ie">www.ncbi.ie</a>	1850 334 353	

National Disability Authority	<a href="http://www.nda.ie">www.nda.ie</a>	01-6080400	
NUI	<a href="http://www.nui.ie">www.nui.ie</a>		
The Irish Deaf Society	<a href="http://www.irishdeafsociety.ie">www.irishdeafsociety.ie</a>	01-8601878	
<b>Area-based Scholarships/Grants</b>			
Credit Unions	<a href="http://www.creditunion.ie">www.creditunion.ie</a>	01-6146700	<a href="mailto:info@creditunion.ie">info@creditunion.ie</a>
Dublin Port Authority	<a href="http://www.dublinport.ie">www.dublinport.ie</a>	01-8876000	<a href="mailto:info@dublinport.ie">info@dublinport.ie</a>
Dublin Docklands	<a href="http://www.dublindocklands.ie">www.dublindocklands.ie</a>	01-8183300	<a href="mailto:info@dublindocklands.ie">info@dublindocklands.ie</a>
DES	<a href="http://www.education.ie">www.education.ie</a>	01-8896400	
Revenue	<a href="http://www.revenue.ie">www.revenue.ie</a>		
<b>Scholarships for Postgraduate study</b>			
Irish Research Council for the Humanities and Social Sciences	<a href="http://www.irchss.ie">www.irchss.ie</a>	01-660 3652	<a href="mailto:info@irchss.ie">info@irchss.ie</a>
Irish Research Council for Science, Engineering & Technology	<a href="http://www.ircset.ie">www.ircset.ie</a>		<a href="mailto:info@ircset.ie">info@ircset.ie</a>
Revenue	<a href="http://www.revenue.ie">www.revenue.ie</a>		
<b>HOW TO</b>			
Union of Students of Ireland, Equality Officer	<a href="http://www.usi.ie">www.usi.ie</a>	01-709 9300	<a href="mailto:equality@usi.ie">equality@usi.ie</a>
VECs	<a href="http://www.vec.ie">www.vec.ie</a>		
NUIM	<a href="http://www.nuim.ie">www.nuim.ie</a>	01-7086000	<a href="mailto:admissions@nuim.ie">admissions@nuim.ie</a>
UCC	<a href="http://www.ucc.ie">www.ucc.ie</a>		
FETAC	<a href="http://www.fetac.ie">www.fetac.ie</a>		
IACP	<a href="http://www.irish-counselling.ie">www.irish-counselling.ie</a>	01-272 3427	<a href="mailto:iacp@iacp.ie">iacp@iacp.ie</a>
Meitheal	<a href="http://www.meitheal.ie">www.meitheal.ie</a>	01-6719803	<a href="mailto:info@meitheal.ie">info@meitheal.ie</a>
Activelink	<a href="http://www.activelink.ie">www.activelink.ie</a>	01-6677326	



<b>Access Officers</b>				
<b>COUNTY</b>	<b>ORGANISATION</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
<b>Antrim</b>	Open University (Belfast)	John Darcy	0044(0)80 1232245025	ireland@open.ac.uk
	University of Ulster (Belfast)		0044(0)28 7012 3456	www.ulster.ac.uk
	Queens University (Belfast)		0044(0)28 90 245133	www.qub.ac.uk
<b>Carlow</b>	Institute of Technology Carlow	Ashling McHugh	05991-76229	ashling.mchugh@itcarlow.ie
<b>Clare</b>	Shannon College of Hotel Management	Joan Markham	061-712590	joanmarkham@shannoncollege.com
<b>Cork</b>	UCC	Mary O'Sullivan	021-4903670	mary.osull@ucc.ie
	CIT	Deirdre Creedon	021-4335140	deirdre.creedon@cit.ie
Sinead O' Neill		021-4335109	sinead.oneill@cit.ie	
<b>Donegal</b>	Letterkenny Institute of Technology	Brian McGonagle	074-9186170	brian.mcgonagle@lyit.ie
<b>Dublin</b>	Institute of Technology Blanchardstown	Adrienne Harding	01-8851015	adrienne.harding@itb.ie
	National College of Ireland	Niamh McAuley	01-4498502	nmcauley@ncirl.ie
	DIT College of Technology	Julie Bernard	01-4027601	julie.bernard@dit.ie
	Open University	John Darcy	01-6785399	ireland@open.ac.uk
	Royal College of Surgeons Ireland	Sandra Bonetto	01-4022106	sbonetto@rcsi.ie

	Royal Irish Academy of Music	Francis Hogan	01-6764412	<a href="mailto:fhogan@riam.ie">fhogan@riam.ie</a>
	Higher Education Authority	Mary-Liz Trant	01-2317100	<a href="mailto:mltrant@hea.ie">mltrant@hea.ie</a>
	National College of Art and Design	Finola Mc Ternan	01-6364217	<a href="mailto:mcternanf@ncad.ie">mcternanf@ncad.ie</a>
	St. Patrick's College	Vivienne Byrne	01-8842169	<a href="mailto:vivienne.byrne@spd.dcu.ie">vivienne.byrne@spd.dcu.ie</a>
	Dublin City University	Colette Keogh	01-7008868	<a href="mailto:colette.keogh@dcu.ie">colette.keogh@dcu.ie</a>
	All Hallows College	Lisa Maye-Gregary	01-837-3745	<a href="mailto:info@allhallows.ie">info@allhallows.ie</a>
	University College Dublin	Ronan Murphy	01-7168245	<a href="mailto:ronan.murphy@ucd.ie">ronan.murphy@ucd.ie</a>
	Mater Dei Institute of Education	Carmel Carroll	01-8086584	<a href="mailto:carmel.carroll@materdei.dcu.ie">carmel.carroll@materdei.dcu.ie</a>
	Institute of Technology Tallaght	Maggie Ryan	01-4042173	<a href="mailto:maggie.ryan@ittdublin.ie">maggie.ryan@ittdublin.ie</a>
	American College	Damien O'Farrell	01-6768939	<a href="mailto:dofarrell@amcd.ie">dofarrell@amcd.ie</a>
	Trinity Access Programme	Cliona Hannon	01-8962752	<a href="mailto:channon@tcd.ie">channon@tcd.ie</a>
	Dun Laoghaire Institute of Art, Design and Technology	Patricia Byrne	01-2144628	<a href="mailto:patricia.byrne@iadt.ie">patricia.byrne@iadt.ie</a>
<b>Galway</b>	NUI Galway	Imelda Byrne	091-524411	<a href="mailto:imelda.byrne@nuigalway.ie">imelda.byrne@nuigalway.ie</a>
	Galway-Mayo Institute of Technology	Deirdre O'Connor	091-742129	<a href="mailto:deirdre.oconnor@gmit.ie">deirdre.oconnor@gmit.ie</a>
<b>Kerry</b>	Tralee Institute of Technology	Valerie Moore	066-7191682	<a href="mailto:valerie.moore@staff.ittralee.ie">valerie.moore@staff.ittralee.ie</a>

<b>Kildare</b>	Pontifical University/NUI Maynooth	Emer Sheerin	01-7083307	emer.sheerin@nuim.ie
<b>Limerick</b>	Mary Immaculate College of Education	Rhona McCormack	061-204927	rhona.mccormack@ul.ie
	University of Limerick	Noreen Coveney O'Beirne	061-213481	noreen.coveney-o'beirne@ul.ie mso@ul.ie
	Limerick Institute of Technology	Linda Barry	061-490103 Ext:103	linda.barry@lit.ie
<b>Louth</b>	Dundalk IT	Eileen Lynch	042-9370200 Ext:2883	eileen.lynch@dkit.ie
<b>Sligo</b>	Institute of Technology Sligo	Catherine McNelis	071-9155381	access@itsligo.ie
	St. Angela's College	Karen Kennedy	071-9143580	kkennedy@stangelas.nuigalway.ie cgallagher@stangelas.nuigalway.ie
<b>Tipperary</b>	Limerick Institute of Technology Tipperary	Linda Barry	061-490103 Ext:103	linda.barry@lit.ie
	St. Patrick's College	Paula Hourigan	0504-21201	phourigan@stpats.ie
<b>Waterford</b>	W.I.T.	Nuala Lennon	051-302762	nlennon@wit.ie
<b>Westmeath</b>	Athlone Institute of Technology	Theresa Ryan	090-6468123	access@ait.ie tryan@ait.ie

### ADULT EDUCATION OFFICERS

COUNTY	ORGANISATION	NAME	PHONE	EMAIL
Carlow	Co. Carlow VEC	Marian Duffy	059-9138568	mduffy@carlowvec.ie
Cavan	Co. Cavan VEC	Fiona Maloney	049-4361881	fionamaloney@cavanvec.ie
Cork	Cork City VEC	Tony Geary	021-4273377	tgeary@corkvec.ie
	Co. Cork VEC	Ger Canning	025-42945	gercanning2007@eircom.net

	Co. Cork VEC	Nuala Glanton	022-50982	<a href="mailto:nglantonvec@eircom.net">nglantonvec@eircom.net</a>
Clare	Co. Clare VEC	Aobhan Haverty	065-6824819	<a href="mailto:aeo@clareadulteducation.org">aeo@clareadulteducation.org</a>
Donegal	Co. Donegal VEC	Crona Gallagher	074-9161570	<a href="mailto:cronagallagher@donegalvec.ie">cronagallagher@donegalvec.ie</a>
		Dr. Martin Gormley	074-9721705	<a href="mailto:martingormley@donegalvec.ie">martingormley@donegalvec.ie</a>
Dublin	County Dublin VEC (North County)	Austin Wynne	01-8408946	<a href="mailto:austin.wynne@codubvec.ie">austin.wynne@codubvec.ie</a>
	County Dublin VEC (West County)	Michael McLoughlin	01-6283910	<a href="mailto:michael.mcloughlin@.codubvec.ie">michael.mcloughlin@.codubvec.ie</a>
	County Dublin VEC (North West)	Terry McCann	01-8211518	<a href="mailto:terry.mccann@:codubvec.ie">terry.mccann@:codubvec.ie</a>
	County Dublin VEC (South County)	Patricia Doran	01-2989283	<a href="mailto:adulteducate@eircom.net">adulteducate@eircom.net</a>
	Dun Laoghaire VEC	Barbara Hammond *acting*	01-2147200	<a href="mailto:bhammond@dlvec.ie">bhammond@dlvec.ie</a>
	City of Dublin VEC (North Inner City)	Bernadette Sproule	01-8720576	<a href="mailto:bernadette.sproule@parnell.cdvec.ie">bernadette.sproule@parnell.cdvec.ie</a>
	Parnell Adult Learning Centre	Bernadette Sproule	01-8746607	<a href="mailto:bernadette.sproule@parnell.cdvec.ie">bernadette.sproule@parnell.cdvec.ie</a>
	City of Dublin VEC (North West City)	Kevin Smullen	01-8342448	<a href="mailto:ksmullen@colaisteide.ie">ksmullen@colaisteide.ie</a>
	City of Dublin VEC (South West City)	Liz O'Sullivan	01-4535487	<a href="mailto:liz.osullivan@cdu.cdvec.ie">liz.osullivan@cdu.cdvec.ie</a>
	City of Dublin VEC (North Central City)	Celia Rafferty	01-8623828	<a href="mailto:celia.rafferty@aesballymum.cdvec.ie">celia.rafferty@aesballymum.cdvec.ie</a>
	City of Dublin VEC (South East)	Cathie Hogan	01-6676267	<a href="mailto:cathie.hogan@ringtec.cdvec.ie">cathie.hogan@ringtec.cdvec.ie</a>
	Galway City VEC	Fiona O'Loughlin	091-567194	<a href="mailto:fiona.oloughlin@cgvec.ie">fiona.oloughlin@cgvec.ie</a>

	Galway County VEC	Eithne Nic Dhonnchadha	091-874538	<a href="mailto:aeo@cogalvec.ie">aeo@cogalvec.ie</a>
Kerry	Kerry Adult Education Service	Shivaun Shanahan	066-7121488	<a href="mailto:sshanahan@cokerryed.ie">sshanahan@cokerryed.ie</a>
	Kerry Adult Education Service	Sharon Browne	066-7121488	<a href="mailto:sbrowne@cokerryed.ie">sbrowne@cokerryed.ie</a>
Kildare	Co. Kildare VEC	Des Murtagh	045-988000	<a href="mailto:desmurtagh@kildarevec.ie">desmurtagh@kildarevec.ie</a>
Kilkenny	Co. Kilkenny VEC	Eileen Curtis	056-7765103	<a href="mailto:ecurtis.adulted@kkvec.ie">ecurtis.adulted@kkvec.ie</a>
Laois	Co. Laois VEC	Joe Cunningham	057-8621352	<a href="mailto:jcunningham@laoisvec.ie">jcunningham@laoisvec.ie</a>
Leitrim	Co. Leitrim VEC	<i>Vacant</i>	071-9620024	
Limerick	Co. Limerick VEC	Eimear Brophy	061-442100	<a href="mailto:ebrophy@limerickvec.ie">ebrophy@limerickvec.ie</a>
	City of Limerick VEC	Mary Hamilton	061-417688	<a href="mailto:maryhamilton@limerickcityaes.ie">maryhamilton@limerickcityaes.ie</a>
Longford	Co. Longford VEC	Mary Farrell	043-3334000	<a href="mailto:aeo@longfordvec.ie">aeo@longfordvec.ie</a>
Louth	Co. Louth VEC	Sadie Ward McDermott	042-9334047	<a href="mailto:sadie.mcdermott@louthvec.ie">sadie.mcdermott@louthvec.ie</a>
Mayo	Co. Mayo VEC	<i>Vacant</i>	094-9023159	
Meath	Co. Meath VEC	<i>Vacant</i>	046-9068200	<a href="mailto:education@meathvec.ie">education@meathvec.ie</a>
Monaghan	Co. Monaghan VEC	Fiona McGrath	047-30888	<a href="mailto:fmcgrath@monaghanvec.ie">fmcgrath@monaghanvec.ie</a>
Offaly	Co. Offaly VEC	Tony Dalton	057-9321406	<a href="mailto:tdalton@offalyvecaded.ie">tdalton@offalyvecaded.ie</a>
Roscommon	Co. Roscommon VEC	<i>Vacant</i>	090-6626151	<a href="mailto:admin@roscommonvec.ie">admin@roscommonvec.ie</a>
Sligo	Co. Sligo VEC	Michael Burke	071-9145025	<a href="mailto:mburke@sligovec.ie">mburke@sligovec.ie</a>
Tipperary	Co. Tipperary VEC (South)	Eileen Condon	052-6134105	<a href="mailto:econdon@tippsouthvec.ie">econdon@tippsouthvec.ie</a>
	Co. Tipperary VEC (North)	Antoinette Coffey	067-31845	<a href="mailto:antoinettecoffey@lllvec.ie">antoinettecoffey@lllvec.ie</a>

Waterford	City Of Waterford VEC	Michael Kirwan	051-873195	<a href="mailto:mkirwanaeo@gmail.com">mkirwanaeo@gmail.com</a>
	Co. Waterford VEC	Mary Walsh	058-51404	<a href="mailto:mwalsh@wd-vec.ie">mwalsh@wd-vec.ie</a>
	Co. Westmeath VEC	Rina McKenna	090-6474080	<a href="mailto:aeo@westmeathvec.ie">aeo@westmeathvec.ie</a>
Wexford	Co. Wexford VEC	<i>Vacant</i>	053-9123799	<a href="mailto:frankennedy@cowexfordvec.ie">frankennedy@cowexfordvec.ie</a>
Wicklow	Co. Wicklow VEC	Catherine Byrne	0404-60500	<a href="mailto:catherinebyrne@wicklowvec.ie">catherinebyrne@wicklowvec.ie</a>

### Adult Literacy Organisers and centres

County	Centre	Adult Literacy Organiser (ALO)	Address	Phone	Email
<b>Co. Carlow</b>	Carlow	Tara Kelly	Carlow Adult Learning Centre 1A Meadow Court Burrin Street Carlow	059-913 5544	<a href="mailto:calcadmin@eircom.net">calcadmin@eircom.net</a>
<b>Co. Cavan</b>	Cavan Town	Regina Lynch	Cavan Adult Learning Centre 12 Church View Square Cavan	049-436 1881	<a href="mailto:regina@calc.ie">regina@calc.ie</a>
	East Cavan	Carmel Lee	Cavan Adult Learning Centre 12 Church View Square Cavan	049-436 1881	<a href="mailto:carmel@calc.ie">carmel@calc.ie</a>
	West Cavan	Siobhán McEntee	Cavan Adult Learning Centre 12 Church View Square Cavan	049-436 1881	<a href="mailto:siobhan@calc.ie">siobhan@calc.ie</a>
Co. Clare	<b>Co. Clare</b>	Loretta Hughes Moirá	Clare Adult Basic Education	065-682 4819 065-689	<a href="mailto:l.hughes@cabes.ie">l.hughes@cabes.ie</a> <a href="mailto:m.greene@cabes.ie">m.greene@cabes.ie</a>

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<b>Cork City</b>	<b>ABLES - The Glen / Blackpool/ Shandon/ Ballyvolane</b>	Mary Chambers	ABLES Adult Literacy Scheme The Glen Resource Centre The Glen Cork	021-455 3180 086-823 7078	<a href="mailto:mchambers@corkvec.ie">mchambers@corkvec.ie</a>
	<b>Altrusa/ Douglas/ VEC Morrison's Island</b>	Mary Ryder	Altrusa Adult Literacy Scheme St. John's College 107 Douglas Street, Cork	021-425 5542 086-048 7404	<a href="mailto:mryder@corkvec.ie">mryder@corkvec.ie</a>
	<b>Bishopstown/ Model Farm Rd./ Curraheen</b>	Mary Ryder	Bishopstown Adult Literacy Scheme Curraheen Road, Bishopstown Cork	021-427 0088 086-048 7404	<a href="mailto:mryder@corkvec.ie">mryder@corkvec.ie</a>
	<b>Cork Traveller – Tuckey Street, Cork</b>	Sandra Brett	Travellers Adult Literacy Scheme C/O St. Vincent de Paul, Tuckey Street, Cork	021-427 4716	
	<b>Farranree</b>	Mary Matthews	Farranree Adult Literacy Scheme C/O Community Development Project 98 Knockpogue Ave Farranree, Cork	021-421 1822 021-430 1030 087-791 3427	<a href="mailto:mmatthews@corkvec.ie">mmatthews@corkvec.ie</a>

	<b>Mahon, Spell It Write/ Blackrock</b>	Bríd Murphy	Mahon Basic Education Centre Support Resource Centre Avenue de Rennes Mahon, Cork	026 202 48 086 823 9097	<a href="mailto:bmurphy@corkvec.ie">bmurphy@corkvec.ie</a>
	<b>Mayfield - Write On / Tivoli</b>	Mary Chambers	Mayfield Write On Adult Literacy Scheme Ardbhaile Community Centre Mayfield, Cork	021-450 0434 086-823 7078	<a href="mailto:mchambers@corkvec.ie">mchambers@corkvec.ie</a>
	<b>Read Write Now Ballyphehane/Togher</b>	Mary Ryder	Read Write Now Adult Literacy Scheme Community Resource Centre Lower Friars Walk Ballyphehane Cork	021-431 9085 086-048 7404	<a href="mailto:mryder@corkvec.ie">mryder@corkvec.ie</a>
	<b>Write Together Knocknaheeny-Hollyhill Gurranebraher-Churchfield</b>	Margo Kelleher	Write Together Adult Literacy Scheme 5 Churchfield Ave Churchfield, Cork	021-430 7969	<a href="mailto:writetogether@eircom.net">writetogether@eircom.net</a> <a href="mailto:mkelleher@corkvec.ie">mkelleher@corkvec.ie</a>
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	<b>Gaeltacht</b>	Dolores Mhic Geidigh	Gaeltacht/Sheephaven Adult Learning Service Adult Education Centre Gortahork Co. Donegal	074-918 0871 086-174 0677	<a href="mailto:adultlearnergortahork@donegalvec.ie">adultlearnergortahork@donegalvec.ie</a>
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	<b>Ringsend</b>	c/o Maria Riordan	Ringsend Adult Literacy Group  Technical Institute  Cambridge Road, Dublin 4	01-668 4571  01-667 6267	<a href="mailto:cathie.hogan@ringtec.dvec.ie">cathie.hogan@ringtec.d dvec.ie</a>
	<b>Crumlin Adult Literacy Service</b>	Frances Ward	Crumlin College of Further Ed.  Crumlin Road Dublin 12	01-454 7054  01-454 0662	<a href="mailto:fward@crumlincollege.ie">fward@crumlincollege.ie</a>
	<b>T.A.R.G.E.T. Donaghmede/G LAD Donnycarney</b>	Brenda Kellett	T.A.R.G.E.T.  St Kevin's School  Donaghmede Dublin 13	01-867 1967  01-851 0190  087-904 7230	<a href="mailto:info@targeteducation.net">info@targeteducation.net</a>
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	<b>East Galway (Loughrea)</b>	Sheila Donnellan	East Galway Adult Learning Centre Haverty Adult Education Centre Abbey Street Loughrea Co. Galway	091-847 850	<a href="mailto:loughrealiteracy@cogalvec.ie">loughrealiteracy@cogalvec.ie</a>
	<b>East Galway</b>	Theresa	Headford Adult Learning	093 347 46	<a href="mailto:tbyrnecogalwayvec@eir">tbyrnecogalwayvec@eir</a>

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	<b>Ballinrobe</b>	Orla Ryder	Ballinrobe Adult Literacy Scheme Adult Education Centre The Neale Road Ballinrobe Co. Mayo	092- 422 88	<a href="mailto:nicholasokelly2@eircom.net">nicholasokelly2@eircom.net</a>
	<b>Belmullet/West port region</b>	Rosario Cooney	Belmullet/West port Basic Education and Literacy Service VEC Further Education Centre Chapel Street Belmullet, Co. Mayo	097-829 81/ 087-683 1560	<a href="mailto:adlitbml@eircom.net">adlitbml@eircom.net</a>
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<b>Co. Wexford</b>	<b>Co Wexford</b>	Sarah Lavan	Co Wexford VEC Adult Literacy Programme Park House Victoria Place New Ross, Co Wexford	053 912 3799	<a href="mailto:adlit@cowexfordvec.ie">adlit@cowexfordvec.ie</a>
<b>Co. Wicklow</b>	<b>Wicklow</b>	Roisin Hutchinson	Wicklow Adult Learning Centre Wicklow Further Education Centre The Murrough Wicklow	0404-640 02 086-043 0062	<a href="mailto:wicklow@wicklowlearners.ie">wicklow@wicklowlearners.ie</a>
	<b>Arklow/Carnew</b>	Mary McCall	Arklow Adult Literacy Scheme CWVEC Further Education Centre Arklow Adult Basic Ed, Service Fernhill Plaza, Wexford Road Co. Wicklow	0402 396 80 087-917 6508	<a href="mailto:arklow@wicklowlearners.ie">arklow@wicklowlearners.ie</a>

	<b>Baltinglass</b>	Annette Mangan	Baltinglass Adult Learning Centre Rear Scoil Chonglais Baltinglass Co. Wicklow	059-648 2642 086-846 2771	<a href="mailto:baltinglass@wicklowlearners.ie">baltinglass@wicklowlearners.ie</a>
	<b>Blessington</b>	Annette Mangan	Blessington Adult Learning Centre Blessington Further Education Centre Community Education Centre Blessington Co. Wicklow	045 851 494 086-846 2771	<a href="mailto:blessington@wicklowlearners.ie">blessington@wicklowlearners.ie</a>
	<b>Bray</b>	Niamh Maguire	Bray Adult Learning Centre 1 Brennan's Parade Albert Avenue Bray Co. Wicklow	01-276 1350	<a href="mailto:bray@wicklowlearners.ie">bray@wicklowlearners.ie</a>

### Adult Education Guidance Services

COUNTY	ORGANISATION	NAME	PHONE	EMAIL
<b>Carlow</b>	Co Carlow Adult Educational Guidance and Information Centre	Shane Rooney	059-9133123	<a href="mailto:info@carlowadultguidance.ie">info@carlowadultguidance.ie</a>
<b>Cavan</b>	Co Cavan Adult Educational Guidance and Information Service	Jason Donohue	049-4377001	<a href="mailto:jasondonohue@cavanvec.ie">jasondonohue@cavanvec.ie</a>
				<a href="mailto:cavanaegis@cavanvec.ie">cavanaegis@cavanvec.ie</a>
<b>Clare</b>	Clare Adult Learners Guidance Service	Jacinta Davenport	065-6824819	<a href="mailto:jdavenport@clarevec.ie">jdavenport@clarevec.ie</a>
<b>Cork</b>	City of Cork Adult Educational Guidance Service	Andrea McCarthy	021-4273377	<a href="mailto:guidanceinfo@corkvec.ie">guidanceinfo@corkvec.ie</a>
	West Cork Adult	John	028-	<a href="mailto:jmurphy@cocorkvec.ie">jmurphy@cocorkvec.ie</a>

	Guidance Service	Murphy & Patricia Walter	21011	<a href="mailto:patricawaltervec@eircom.net">patricawaltervec@eircom.net</a>
<b>Donegal</b>	Donegal Adult Learner Guidance Service	Sean Debney	074-9178088	<a href="mailto:seandebney@donegalvec.ie">seandebney@donegalvec.ie</a>
<b>Dublin</b>	City of Dublin VEC	Mary Stokes & Sinead McNerney (p/t)	01-8787495	<a href="mailto:dicaegs@eircom.net">dicaegs@eircom.net</a>
	City of Dublin VEC- Cabra/Finglas Adult Educational Guidance Service	Karen Granville	01-8342333/ 01-8443243	<a href="mailto:aegs@ide.cdvec.ie">aegs@ide.cdvec.ie</a>
	City of Dublin VEC- Coolock Adult Educational Guidance Service	Tina Dowling	01-8623835	<a href="mailto:aegi@aesballymun.cdvec.ie">aegi@aesballymun.cdvec.ie</a>
	City of Dublin South West Adult Educational Guidance Service	Anne Smyth	01-4540662 ext 119	<a href="mailto:anne.smyth@ccfe.cdvec.ie">anne.smyth@ccfe.cdvec.ie</a>
				<a href="mailto:aegs@ccfe.cdvec.ie">aegs@ccfe.cdvec.ie</a>
	Dun Laoghaire Adult Guidance Service	Deirdre Johnston	01-2365190/ 01-6639211	<a href="mailto:djohnston@ess.dlvec.ie">djohnston@ess.dlvec.ie</a>
	West Co Dublin Adult Guidance Service	Patrick Stewart	01-4643124/ 01-6100812	<a href="mailto:patrick.stewart@codubvec.ie">patrick.stewart@codubvec.ie</a>
	Tallaght Adult Educational Service	Caroline Duffy	01-4515733	<a href="mailto:caroline.duffy@codubvec.ie">caroline.duffy@codubvec.ie</a>
<b>Galway</b>	Galway City Adult Learner Guidance Service	Jill Farrell	091-768596	<a href="mailto:jill.farrell@cgvec.ie">jill.farrell@cgvec.ie</a>
	Co Galway Adult Educational	Tadhg Crowley	091-794191/0	<a href="mailto:aegs@cogalvec.ie">aegs@cogalvec.ie</a>



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<b>Kerry</b>	Kerry Adult Guidance Service	Rico Stein & Ita Lane	066-7121488	<a href="mailto:guidance@cokerryed.ie">guidance@cokerryed.ie</a>
<b>Kildare</b>	Adult Education Guidance Service	Angela Doherty	045-448512	<a href="mailto:adultguidance@kildarevec.ie">adultguidance@kildarevec.ie</a> <a href="mailto:adoherty@kildarevec.ie">adoherty@kildarevec.ie</a>
<b>Kilkenny</b>	Co Kilkenny Adult Guidance Service	Bernadette O'Rourke	056-7764448	<a href="mailto:adultguidance@kkvec.ie">adultguidance@kkvec.ie</a>
<b>Laois</b>	Adult Educational Guidance & Information Service	Carmel Hoolan	057-8672963	<a href="mailto:info@laoisaegis.ie">info@laoisaegis.ie</a>
<b>Leitrim</b>	County Leitrim VEC	Niamh Brennan	071-9621371	<a href="mailto:leitrimadultguidance@eircom.net">leitrimadultguidance@eircom.net</a>
<b>Limerick</b>	Co Limerick Adult Educational Guidance Service	Marguerite Wallis	069-62667	<a href="mailto:mwallis@limerickvec.ie">mwallis@limerickvec.ie</a>
	City of Limerick Adult Educational Guidance Service	Emma Maher	061-310880	<a href="mailto:learninginfo@limerickcityaes.ie">learninginfo@limerickcityaes.ie</a>
<b>Longford</b>	Co Longford Adult Educational Guidance Service	Mary Farrell	043 3348177	<a href="mailto:claegs@eircom.net">claegs@eircom.net</a>
<b>Mayo</b>	Co Mayo Adult Guidance Service	Barbara Ronayne	094-9035814	<a href="mailto:barbararonayne@mayovec.com">barbararonayne@mayovec.com</a>
<b>Meath</b>	Co Meath Adult Educational Guidance Service	Martin Bellew	046 9068249	<a href="mailto:mbellew@meathvec.ie">mbellew@meathvec.ie</a>
<b>Monaghan</b>	Co Monaghan Adult Educational Guidance Service	Eithne O'Callaghan	047-30800	<a href="mailto:eithneocallaghan@monaghanvec.ie">eithneocallaghan@monaghanvec.ie</a>
<b>Offaly</b>	Co Offaly Adult Educational Guidance Service	Catherine Gavigan	057-9349424	<a href="mailto:cgavigan@offalyaegi.com">cgavigan@offalyaegi.com</a>
<b>Roscommon</b>	Co Roscommon Adult Educational Guidance Service	Maria Delaney	090-6628220	<a href="mailto:mdelaney@rosscommonvec.ie">mdelaney@rosscommonvec.ie</a>

<b>Sligo</b>	Sligo Adult Guidance in Education (SAGE)	Josephine McGread	071 91 45025	<a href="mailto:jmcgread@sligovec.ie">jmcgread@sligovec.ie</a>
<b>Tipperary</b>	North Tipperary VEC Adult Guidance Information Service	Nora Gubbins	067-46022	<a href="mailto:info@ntags.ie">info@ntags.ie</a>
<b>Waterford</b>	City of Waterford REGSA (Guidance Project)	Peter Lucey	051-302287	<a href="mailto:plucey@wit.ie">plucey@wit.ie</a>
	Co Waterford Adult Educational Guidance Service	John Wynne	058-48228	<a href="mailto:j.wynne@wd-vec.ie">j.wynne@wd-vec.ie</a>
<b>Westmeath</b>	Co Westmeath Mullingar Adult Educational Guidance Service	Caroline Cornally	044-9342111	<a href="mailto:ccornally@whvec.ie">ccornally@whvec.ie</a>
	Co Westmeath Athlone Adult Educational Guidance Service	Majella Macken	090-6474080	<a href="mailto:mmacken@whvec.ie">mmacken@whvec.ie</a>
<b>Wexford</b>	Co Wexford Adult Educational Guidance Service	Grace Finlay	053-9152067	<a href="mailto:adultguidance@cowexfordvec.ie">adultguidance@cowexfordvec.ie</a>
<b>Wicklow</b>	Bray Adult Guidance Service	Catherine Green	01-2764638	<a href="mailto:catherine@wags.ie">catherine@wags.ie</a>
	Wicklow/Arklow Adult Guidance Service	Nuala Kilgannan	0404-32651	<a href="mailto:nuala@wags.ie">nuala@wags.ie</a>
	West Wicklow Adult Guidance Service	Irene Haydon	045-851496	<a href="mailto:irene@wags.ie">irene@wags.ie</a>

### COMMUNITY EDUCATION FACILITATORS

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Carlow	Carlow VEC	Fiona Dunne	059-9179376	<a href="mailto:fdunne@carlowvec.ie">fdunne@carlowvec.ie</a>
Cavan	Cavan VEC	Gemma Brady	049-4377562	<a href="mailto:cef@cavanvec.ie">cef@cavanvec.ie</a>
Clare	Clare VEC	Ann Knox	065-6824819	<a href="mailto:cef@clarevec.ie">cef@clarevec.ie</a>

Cork	Cork City VEC	Denis Barrett	021-4315052	<a href="mailto:dbarrett@corkvec.ie">dbarrett@corkvec.ie</a>
	Cork Co VEC	Lena Cronin	021-4665000	<a href="mailto:lcronin@cocorkvec.ie">lcronin@cocorkvec.ie</a>
Donegal	Donegal VEC	Maeve Mcgarvey	074-9725522	<a href="mailto:maevemcgarvey@donegalvec.ie">maevemcgarvey@donegalvec.ie</a>
Dublin	West Dublin Adult Education Service	Siobhan Lynch	01-6283557	<a href="mailto:siobhan.lynch@codubvec.ie">siobhan.lynch@codubvec.ie</a>
	Blanchardstown & Fingal VEC	Seamus Hughes	01-8408946	<a href="mailto:seamus.hughes@codubvec.ie">seamus.hughes@codubvec.ie</a>
	Dun Laoghaire VEC	Barbara Hammond	01-2147200	<a href="mailto:bhammond@dlvec.ie">bhammond@dlvec.ie</a>
	Dublin Co VEC South	Eileen Uhlemann	01-2964332	<a href="mailto:eileen.uhlemann@codubvec.ie">eileen.uhlemann@codubvec.ie</a>
	Dublin Co VEC South West	Lorna Patterson	01-4515733	<a href="mailto:l.patterson@codubvec.ie">l.patterson@codubvec.ie</a>
	City of Dublin VEC	Patricia Mc Cormack	086-1719997	<a href="mailto:pat.mccormack@ringtec.cdvec.ie">pat.mccormack@ringtec.cdvec.ie</a>
	City of Dublin VEC	Helen Geoghegan	01-8746607	<a href="mailto:helen.geoghegan@parnell.cdvec.ie">helen.geoghegan@parnell.cdvec.ie</a>
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	Galway City VEC	Donal Walsh	091-549448	<a href="mailto:donal.walsh@cgvec.ie">donal.walsh@cgvec.ie</a>
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Kilkenny	Kilkenny VEC	Martha Bolger	056-7786896	<a href="mailto:comedkk@eircom.net">comedkk@eircom.net</a>
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Leitrim	Leitrim VEC	Paul Hamilton	071-9621397	<a href="mailto:fneenan@leitrimvec.ie">fneenan@leitrimvec.ie</a>
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	Limerick Co VEC	Regina Duane	061-442100	<a href="mailto:rduane@limerickvec.ie">rduane@limerickvec.ie</a>
Longford	Longford VEC	Mary Toher	043-3345474	<a href="mailto:ceflongford@eircom.net">ceflongford@eircom.net</a>
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Mayo	Mayo VEC	Katie Sweeney	094-9024188	<a href="mailto:adultedinfo@mayovec.com">adultedinfo@mayovec.com</a>

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Roscommon	Co Roscommon VEC	Ann McNamara	090-6634189	amcnamara@roscommonvec.ie
Sligo	Co Sligo VEC	Mary Brodie	071-9138310	mbrodie@sligovec.ie
Tipperary	Tipperary NR VEC	Deborah Ryan	067-31845	deborahryan@lllvec.oe
	Tipperary SR VEC	Veronica Crowe	052-6126269	vcrowe@tippsouthvec.ie
Waterford	Waterford City Adult Education Centre	Helen Rafferty	051-873195	comed@eircom.net
	Waterford Co VEC	Aine Whelan	058-51405	awhelan@wd-vec.ie
Westmeath	Adult Education Centre	Nuala O' Brien	090-6474080	communityeducation@westmeathvec.ie
Wexford	Wexford VEC	Fran Kennedy	053-9123799	frankennedy@cowexfordvec.ie
Wicklow	Co Wicklow VEC	Brenda Delaney	0404-64034	wicklowce@eircom.net

### Partnership Education Co-ordinators

COUNTY	ORGANISATION	NAME	PHONE	EMAIL
<b>Cavan</b>	Breffni Integrated Ltd	Pamela Carney	049-4331029	pcarney@breffniint.ie
<b>Cork</b>	Comhair Chathair Chorcai	Brida Fitzgerald	021-4302310	bfitzgerald@partnershipcork.ie
<b>Donegal</b>	Inishowen Development Partnership	Denise McCool	074-9362218	denise@inishowen.ie
<b>Dublin</b>	Ballymun Partneship Ltd.	Colma Nic Lughadh	01-8423612	colma@ballymun.org
	Tolka Area Partnership	Colm Downes	01-8361666	colm.downes@tap.ie
	Canal Communities Partnership	Claudia Vaulont	01-4732196	education@canalpartnership.com
	Dodder Valley Partnership	Deborah Brock	01-4664280	deborah.brock@doddervalley.ie

	CPNL Area Partnership	Miriam McNamee	01- 4508784	mmcnamee@cpln.ie
	Northside Partnership	Matthias Borscheid	01- 8485630	matthias.borscheid@nspartnershp.ie
	Ballyfermot Partnership	Jane Rooney	01- 6235612	jrooney@ballyfermotpartnership.ie
	Southside Partnership	Aileen O' Brien	01- 2090610	aileen.obrien@sspship.ie
<b>Galway</b>	Galway City Partnership (Project officer)	Seamus Morrissey	091- 773466	seamus@gcp.ie
<b>Kerry</b>	North and East Kerry Development/ Partnership Trá Lí	Deirdre Curran	066- 7180190	deirdrecurran@nek.d.ie
	South Kerry Development Partnership	Deirdre Fleming	066- 9761615	dfleming@skdp.net
<b>Leitrim</b>	Leitrim Development Company	Paul Hamilton	071- 9641740	info@ldco.ie
<b>Limerick</b>	Paul Partnership Limerick	Yvonne Lane	061- 419388	ylane@paulpartnership.ie
	West Limerick Resources Ltd.	Adrienne O' Connell	069-62222	aoconnell@wlr.ie
<b>Longford</b>	Longford Community Resources Ltd.	Pat Deegan	043- 3345555	pdeegan@lcrl.ie
<b>Louth</b>	Louth Leader Partnership	Hugh Doogan	041- 9842088	hugh.doogan@louthleaderpartnership.ie
<b>Monaghan</b>	Monaghan Integrated Development	Gerard Callon	042- 97495731	gcallan@midl.ie
<b>Sligo</b>	Sligo Leader Partnership Company	Gerladine Bruce	071- 9141138	gbruce@sligoleader.com
<b>Waterford</b>	Waterford Area Partnership	Maria Lindell	051- 841740	mlindell@wap.ie
<b>Wexford</b>	Wexford Local Development	Angela Hogan	053- 9237033	ahogan@wld.ie
<b>Wicklow</b>	Bray Area Partnership	Jennifer Darcy	01- 2868266	jennifer@brayareapartnership.ie