



HEALTH SERVICE SKILLS

NURSING STUDIES



COLLEGE OF FURTHER EDUCATION

MACROOM | CO. CORK

email: info.office@mcegan.ie Tel: 026 41076 www.mcegan.ie



EARLY LEARNING & CARE



BUSINESS & RETAIL STUDIES



ADVANCED BUSINESS & OFFICE ADMINISTRATION





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Message from the Principal



As Principal of McEgan College of Further Education, I am delighted to present our new college prospectus. As you read through the brochure, I hope that some courses will be of interest and value to you. Courses on offer include Business Studies Level 5 & 6; Early Childhood Care and Education; Health Service Skills and Nursing Studies.

Our excellent facilities include two fully networked computer rooms and modern classrooms with up to date software and technology. The courses are facilitated by highly motivated teachers who enable students to fulfil their potential and are innovative in their use of different methodologies towards effective teaching and learning.

I hope you will find a course to suit your needs and our staff will be happy to meet you to discuss this new and exciting opportunity with you.

I look forward to meeting you,

Patricia Lynam (Principal)



General Information

McEgan College of Further Education offers a range of courses to Post Leaving Certificate and Mature Students. In recent years the college has expanded rapidly providing a range of courses from Business to Caring Courses and Childcare. Within this prospectus we provide you with a picture of our college and its courses, facilities and its staff. The courses provide students an opportunity to gain new skills to return to work, train in a new career and offers access to Higher Education.

No matter what your age, education or life experience, McEgan college can provide you with the qualifications to move another step forward to your goals. We support your learning with guidance, counselling, study support, mentoring, disability support, mature student support and International student support.

- All our courses will run subject to minimum enrolment and Cork ETB approval.
- McEgan College reserves the right to alter course content within QQI guidelines.
- Applicants will be interviewed and places awarded according to suitability for the course.

BUSINESS STUDIES

> 5M2102 BUSINESS STUDIES & OFFICE ADMINISTRATION

The QQI L5 Business course provides an excellent grounding in the skills and knowledge required in a modern business setting allowing the student to enter the workplace or progress to Higher Education. The programme aims to provide learners with the skills, knowledge and competencies to provide administrative support when entering the world of Business. This course is for those who are interested in working with the public and in improving customer relations as well as general administration duties.

Duration

A one year full time course.

Certification

National Certificate QQI Level 5 in Business Studies.

Entry Requirements

Applicants will be interviewed and places offered according to suitability for the course.

Career Prospects

Accounts Assistant, Marketing/Sales Representative, Junior Office Administrator/Data Entry, Customer Service Assistant.

Graduates of this course also have obtained employment in Local Authorities, Civil Service, Health Service Executive (CUH), Financial Institutions "I completed the Leaving Certificate exams in June 2018. Upon receiving my results, I was offered my first C.A.O choice of Home Economics teaching with Religious Education in St. Angela's College, Sligo. However, I decided to enrol with Mc Egan College to take part in their QQI Level 5 Business Studies Program. I can safely say that this was one of the best decisions I have ever made. The course itself was extremely educational and with various modules, it has a wide range of study to complete. The tutors and the school management team were all extremely helpful and encouraging to every student. The Year in which I completed the QQI Level 5 Business Studies Programme gave me an extreme boost of confidence in regard to continuing my education. It left me with no doubt that the areas of business and education were of extreme interest to me. I am now completing a 4 year Bachelor of Arts degree in Education, Business Studies and Accounting with Mary Immaculate College, in their Thurles Campus. This degree will qualify me to teach Business and Accounting to honours Leaving Certificate Level."

Joshua Mullen, 2020.

Course Content (Choose minimum of 8 subjects)

- Bookkeeping Manual and Computerised (SAGE) 5N1354
- Business Administration 5N1610
- Communications 5N0690
- Spreadsheet Methods 5N1977
- Work Experience 5N1356
- Marketing Practice 5N1400
- Word Processing 5N1358
- Text Production 54N1422
- Medical Terminology 5N2428

Further Education Links

Advanced Business Studies QQI Level 6, 6M4985 in McEgan College.

CIT: Business CR021, Business Administration CR150 ITT: BA Hons in Information Systems Management TL805 UCC: Commerce CK201, Accounting CK202, BIS CK203

Course Director: Ms. Bernie Angland **Email:** bernie.angland@mcegan.ie



ADVANCED BUSINESS STUDIES

> 6M4985

ADVANCED BUSINESS & OFFICE ADMINISTRATION

Following on the QQI L5 Business Studies course, this QQI L6 course will enable the learner to develop critical skills in Marketing; Human Resources management and the supervision and management of personnel working in administration, IT and financial sectors. It provides a solid foundation in the skills, competencies and knowledge required to assess, plan, implement and evaluate a business structure. There is direct progression / entry to Year 2 of a number of Commerce and Business Programmes in NUI Institutions.

Duration

A one year full time programme.

Certification

National Certificate QQI L6 in Advanced Business Studies.

Entry Requirements

Successful completion of a QQI L5 Business Studies course. Applicants will be interviewed to determine suitability for the course.

Further Education Links

CIT: Year 2 entry Business CR201 UCC: Year 2 entry Commerce CK201 ITT: Year 2 entry Business TL831 "I have always had a strong interest in Business. I left school without completing my Leaving Cert and I worked mostly in the hospitality sector but I always wanted to return to education. In 2015, I returned as a mature student to McEgan College, it was daunting at first but McEgan College gave me everything I needed to start on my learning journey. I completed Level 5 and Level 6 Business Studies in McEgan, the tutors and modules delivered were fantastic and gave me the tools and confidence to continue. I successfully completed my Bachelor of Business Management in CIT in 2019 and am now studying an Honours Degree in Accounting and Finance in Griffith College, Cork."

Marnie Walsh, Retail Solutions, 2020.

Course Content

- Business Management 6N4310
- Supervisory Management 6N4329
- Spreadsheets 6N4089
- Word Processing 6N4977
- Sales and Marketing Management 6N36123
- Human Resource Management 6N3750
- Work Experience 6N1946
- Communications 6N1950

Course Director: Ms. Bernie Angland **Email:** bernie.angland@macegan.ie



EARLY LEARNING & CARE

EDUCATION, HEALTH & WELFARE

This new Award in Early Learning and Care level 5 and 6 is a two year full-time programme, commencing September 2021. Students will gain first hand experience by participating in work placement in a relevant childcare setting. The course is ideal for both school leavers and for mature students. On successful completion of the course students will receive a recognised qualification in the rapidly growing area of childcare. The course content relates to working with young children from birth to 6 years of age.

Duration

A two-year full time course.

Certification

Stage 1: Year 1

Level 5 Certificate in Early Learning and Care

Stage 2: Year 2

Advanced Certificate in Early Learning and Care

Entry Requirements

Applicants will be interviewed and places offered according to suitability for the course. Garda Vetting is a requirement of this course.

Career Prospects

Early Year Childcare workers in Creches, Pre-Schools and Nurseries. Classroom Assistant, Special Needs Assistant and Au Pair. "After completing my Leaving Certificate in McEgan College, I decided to do the PLC programme in Early Childhood Care and Education. The opportunity to go on work experience was invaluable as you get a better sense of the area in which you chose to study. The help and continuous support from the teachers was tremendous. All questions and queries were answered. After completing the course, I progressed to Third Level and I am currently studying Social Care in Cork Institute of Technology which I am thoroughly enjoying!"

Serena O'Shea, 2020.

Course Content

Year 1: Stage 1

- Professional Practice Placement in Early Learning and Care
- Children's Rights, Legislation & Regulation
- Early Childhood Growth & Development
- Curriculum, Play & Creative Studies
- Understanding & Assisting Children with Additional Needs
- Holistic Care of Children (Birth to 6 years)

Year 2: Stage 2

- Advanced Professional Practice Placements in Early Learning & Care
- Sociology & Social Policy in Early Learning & Care
- The Developing Child
- · Curriculum & Pedagogy
- Inclusive Early learning & Care
- Supervision & Administration Skills in Early Learning & Care

Further Education Links

Level 6 Advanced Certification at FET Colleges

CIT: Social Care CR031, Early Years Education CR620

LIT: Applied Social Studies LC292 ITT: Early Years Education TL880

UCC: Arts CK101, Social Studies CK102 Early Years & Childcare Studies, CK 111

Course Director: Helena O'Halloran **Email:** helena.ohalloran@mcegan.ie



HEALTH SERVICE SKILLS

> 5M3782 EDUCATION, HEALTH & WELFARE

This course will be of benefit to those interested in working in social services and as care assistants. This course prepares students to work with dependant adults in HSE and community care settings and provides a holistic patient-centred approach to Healthcare.

Duration

A one year full time course.

Certification

National Certificate QQI Level 5 in Health Service Skills.

Entry Requirements

Applicants will be interviewed and places offered according to suitability for the course. Garda Vetting is a requirement of this course.



"When I made the decision to continue with my education a friend referred me to McEgan College of Further Education and that was the best advice I got and the best decision I made. I enrolled for the QQI level 5 Health Service Skills programme 2018-19. The lectures and work experience placement were very interesting and I received great help during my course. The career guidance was excellent and I applied for and have commenced the Batchelor of Social Work (Honours) in University College Cork. The QQI Level 5 in McEgan College has prepared me well for my current Third Level Studies"

Daisy Pondwa, 2020.

Career Prospects

Social Services, Community Care Services, Voluntary Care Services, Care Assistants in HSE approved settings.

Course Content

- Safety and Health at Work 5N1794
- Communications 5N0690
- Work Experience 5N1356
- Care Skills 5N2770
- Care of the Older Person 5N2706
- Care Support 5N0758
- Infection, Prevention and Control 5N3734
- Palliative Care 5N3769
- Human Growth & Development 5N1279
- Manual Handling & Patient Moving and Transfer Certification
- First Aid Certification

Further Education Links

CIT: Social Care CR031

LIT: Social and Community Studies LC407

ITT: Applied Social Studies TL190

WIT: Applied Social Studies in Social Care WD135 UCC: Arts CK101; Social Studies CK 102; Youth & Community Work CK 114 and Law (Pathways) CK301

Course Director: Catherine Kelleher **Email:** catherine.kelleher@mcegan.ie

NURSING STUDIES

> 5M4349 EDUCATION, HEALTH & WELFARE

This programme enables learners to acquire the knowledge, skill and competence for academic progression to BSC (Hons) General Nursing; General & Paediatric Nursing; Psychiatric Nursing; Intellectual Disability Nursing and Midwifery.

Duration

A one year full time course.

Certification

National Certificate QQI Level 5 in Nursing Studies.

Entry Requirements

Leaving Certificate Biology. For mature students (over 23years) experience will be considered in lieu of a formal qualification. Applicants will be interviewed and places offered vetting is a requirement of this course.

Further Education Links

BSc (Hons) Nursing Studies NUI including UCC, UL, UCD, NUIG and accredited Institutes of Technology, eg, ITT, WIT and British Universities via UCAS.

UCC: Arts CK101; Social Studies CK 102; Youth & Community Work CK 114 and Law (Pathways) CK301



Course Content

- Communications 5N0690
- Work Experience 5N1356
- Care Support 5N0758
- Care Skills 5N2770
- Anatomy and Physiology 5N0749
- Nursing Theory and Practice 5N4325
- Human Growth and Development 5N1279
- Infection, Prevention and Control 5N3734
- Manual Handling and Patient Moving and Transfer Certification
- First Aid Certification

Testimonial

"I completed the Nursing Studies QQI level 5 in 2019, and graduated with honours. I chose McEgan College due to its facilities and their reputation for excellence, The tutors are experienced and very professional. Upon completing the course, I'm now employed in a Hospital Theatre as a Scrub Technician. I am now looking forward to expanding my education further, thanks to McEgan College. I would recommend this college to anyone that is interested in working the Health Service or wishing to progress to Third Level education." Vivion Madigan, 2020.

Course Director: Catherine Kelleher **Email:** catherine.kelleher@mcegan.ie

APPLICATION REQUIREMENTS

APPLICATION PROCEDURE APPLYING FOR A COLLEGE PLACE

- 1. Select the course you wish to attend.
- 2. Complete all sections of the application form which can be found at the back of the prospectus.
- 3. Alternatively apply online at www.mcegancollege.ie, Adult Education tab.
- 4. You will receive notification by email to confirm receipt of your application.
- 5. All course places are allocated by interview. You will receive notification informing you of your interview date.
- 6. Successful applicants will be informed of the commencement date for their course.

Equality of Opportunity for all: McEgan College is committed to equality of opportunity in recruitment of learners for courses and in the provision of courses to learners. McEgan College is committed to promoting an environment that is free from discrimination.

Students with additional needs McEgan College is committed to the provision of equal opportunity in education and to ensuring that students with a disability have complete access to all aspects of college life as can be reasonably accommodated.

COLLEGE FEES AND GRANT OPPORTUNITIES

Cost:

The cost of each QQI accredited course varies according to the training, equipment and modules required. A refundable deposit of €100 is required upon acceptance of a place on any programme to secure same.

Fees:

PLC Government Levy €200 QQI Certification €50 / €80 Student Services €200

If you are a medical card holder you are exempt from these.

Full Medical Card holders and those in receipt of the Back to Education Allowance (BTEA) or Vocational Training Opportunities Scheme (VTOS) allowances are exempt from paying this contribution.

Course Specific Costs:

Business L5: SAGE €50

Healthcare, Nursing & Childcare: Manual Handling & Paediatric First Aid Certification €100.

Student grant applications are means tested and can be made online only to Student Universal Support Ireland (SUSI) through www.studentfinance.ie. Applications can be made from May and should be made before starting a course. Further information can be found on www.studentfinance.ie and www.citizensinformation.ie

Note: BTEA or VTOS recipients are not eligible for the student grant.

Social Welfare Recipients

All Social Welfare recipients are advised to contact their local Social Welfare Office before commencement of a course to ensure that they are eliqible to participate in a course.

VTOS – Vocational Training Opportunities Scheme

Applicants over 21 years of age and in receipt of Social Welfare payment for at least 156 days before commencement of course, may apply for VTOS funding.

BTEA - Back to Education Allowance

The BTEA allows students in receipt of certain Social Welfare benefits to retain those payments while attending a full-time day course in the College. • Students receive the maximum standard rate of payment which is not means tested and participants are not required to sign on. Students are liable for their student services fee and certain courses may also carry additional course related costs.

^{*} all fees are payable online on Way2Pay.

CAREER AND GUIDANCE COUNSELLING

1. Career and Guidance Counselling Services are available to PLC students of McEgan College.

2. Preparation and Support for Employment.

McEgan College has developed strong links with businesses in the local community. Graduates receive help in compiling Curriculum Vitae, assistance with preparing cover letters and preparation for interviews.

3. Student Council.

McEgan College has an established student council. It's role is to plan and develop an active student body for the college. Several events are organised throughout the year to encourage student involvement and enjoyment.

4. Additional Certification.

Courses offer additional training opportunities that are related to their field of study. Examples include First Aid Certification, Manual Handling Instruction, SAGE package.

• Junior Trades Certifications Dept of Education & Science.

VISITS AND EXCURSIONS

Course co-ordinators organise visits and excursions for their students. Business Studies/Retail Practice, Health Service Skills, Nursing Studies, Childcare students visit sites appropriate to their area of studies and Third Level Colleges. Undergraduate and Mature Student Officers from UCC, CIT and IT Tralee also visit McEgan College.

GRADUATION CEREMONY

McEgan College of Further Education hosts an annual Graduation Ceremony where graduates receive their QQI Level 5 and 6 Certification.

GARDA VETTING

Garda Vetting is a requirement for many courses. Applicants who require Garda Vetting will be assisted by their Course Co-ordinator to complete same.

SOCIAL MEDIA

McEgan College of Further Education has its own Facebook and Instagram pages. Subscribe or Like the page for updates on news, activities and photos of the college.

ENGLISH LANGUAGE TEST

An English Language test may be required for International Students from countries where English is not a first language.





EMPLOYER TESTIMONIALS RE MCEGAN COLLEGE OF FURTHER EDUCATION

"HomeInstead Senior Care are delighted to continue their long relationship with McEgan College of Further Education.

We have found the graduates of Health Service Skills and Nursing Studies programmes whom we employ to be of the highest standard with excellent training and hands-on experience and have all made excellent carers. They are a credit to McEgan College of Further Education and their staff."

Catherine O'Herlihy, Recruitment Co-ordinator Home Instead Senior Care®, 2020

"We have facilitated Childcare students from McEgan College over the past 15 years to complete their work experience placement. We have found them to be well prepared, eager to learn and very organised. McEgan College is the only College of Further Education that we facilitate students from, mainly because of the great communication from College Tutors with the placement setting and their engagement with students while on placement.

Six of our full time Practitioners are childcare graduates of McEgan College of Further Education who previously completed their work experience with us."

Gobnait Kelleher, Administrator; 'Clann Aire' Clondrohid Community Childcare Facility, 2020

"We hired graduates from the Business Studies, Office Administration course from McEgan College in 2017 and 2018. During their time at the college they had developed their competencies in Bookkeeping, Payroll and spreadsheets, particularly Excel, which is huge part of our business. They also showed a great understanding of Business Management, and this allowed them to progress their career to a managerial position within two years. McEgan College of Further Education offers an excellent foundation to anyone wishing to develop their skills and knowledge to enter the Business or Retail world."

J. Mullane, Retail Financial Solutions Ltd, Macroom, 2020

"Macroom Family Resource Centre has been closely aligned with McEgan College since we opened in 2005.

Many of our long-term staff are graduates of the McEgan Childcare programmes, having come to us initially on work experience placement and afterwards as trusted and valuable members of our childcare team.

We continue to provide placements for current childcare students, as our contribution to promoting top class standards in childcare, but also in the hope that we can continue to draw from this valuable well of childcare talent.

As an employer in a rural area we greatly value the opportunity to employ local people who have been trained to the highest standards, and that's what we get from McEgan College of Further Education."

Seamus O Leary, Manager, Macroom Family Resource Centre, 2020

MCEGAN COLLEGE OF FURTHER EDUCATION GRADUATE & STUDENT TESTIMONIALS

NURSING STUDIES:

"I chose McEgan College as it offered the exact course I needed to follow a dream of entering a career in Nursing. Tutors were very encouraging of me from the beginning as I re-entered Adult Education. As a mature student it can be very daunting after many years out of the educational system. I commenced the QQI Level 5 Nursing Studies 2018-19. During the year I found the course to be challenging but the tutors were always ready to guide and support me to achieve the best results I could get. I achieved 11 Distinction's, through the QQI/CAO links Scheme I was accepted on to the BSc (Hons) Children's and General Integrated Nursing in University College Cork. I would highly recommend McEgan College as the course is both academic and practical and continuous support by the tutors enabled me to achieve my dream of having a nursing career." Yvonne Kelleher, 2020

EARLY CHILDHOOD CARE & EDUCATION:

"From the moment I sent the email enquiring about the Early Childcare Studies course, I knew it was the best decision I made. As I have school-going children, the course in Macroom is accessible and the tutor is always available to answer any questions or queries. As I have returned to education after several years this was a great help. The course itself is very interesting and very informative. I have been prepared for the practical aspect of applying for and doing a job interview. The work experience has allowed me to put my classroom learning into practice. I got work experience in a Montessori setting and an A.S.D unit and as a result I have a balanced view on the path I want to take. When I complete the QQI Level 5 in Early Childhood Care and Education in 2020, I can progress to UCC or CIT to do a degree in Early Childcare studies, I can also get a job in a PreSchool or childcare setting or as a Special Needs Assistant."

Grainne Reihill, 2019-20 Early Childcare Studies

HEALTH SERVICE SKILLS:

"I chose McEgan College to complete my QQI level 5 in Health Service Skills as it was local with an outstanding reputation, having spoken to past graduates. Being a busy mum it can be daunting to go back to full time education, but the course was tailored for mature students and tutors were very helpful. My experience was amazing and I made wonderful life-long friends, I learnt so much about myself and am sorry I did not go into this career sooner. The work experience was fantastic and gave us a real taste of what it would be like to work in healthcare.

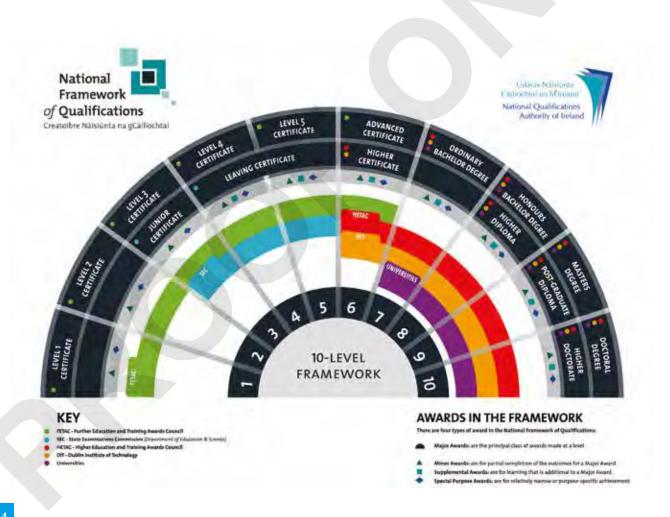
I feel a great sense of achievement, confidence and self-satisfaction and am ready to face any interview and take on any job. With my qualification as a Healthcare Assistant there are lots of career options. I am currently working in community health care support, caring and supporting clients and families in their own home."

I would highly recommend McEgan College, take that step, you won't regret it!!!" Eileen O'Brien, 2020

National Framework of Qualifications

The National Framework of Qualifications (NFQ) provides a way to compare qualifications, and to ensure that they are quaity assured and recognised at home and abroad. McEgan College of Further Education runs a range of courses leading to level 5 or 6 on the National Framework. Students wishing to progress to Third Level may apply for a Level 8 Honours Degree in a University or for a Level 6 (Higher Certificate, Level 7 Ordinary Degree), or Level 8 (Honours Degree) an Institute of Technology.

The NFQ can help you as the learner to plan your education, training and career progression and help you make informed choices about the qualifications you choose and to recognise the progression routes that may be open to you upon successful completion. The website for the National Framework of Qualifications www.nfq.ie contains further detailed information.



Application Form

Please answer all questi	ons in full	
Personal Details		
Name: First Name: Address:	Surname:	
Date of Birth:	Gender: Male Female	
PPS Number:		
Telephone Number:		
Mobile Number:		
Email Address:		
Family or Student Me	dical Card Number: (if applicable) Expiry Date:	
Are you a citizen of a	European Union Member Country: Yes No	
State Country of Birth	n: Nationality:	
Course		
Enter IN ORDER of PREFERENCE the course(s) detailed in the College Prospectus for which you want to apply		
1.		
2.		
3.		
Where did you hear about this course? (Please tick one)		
Guidance Counsellor	Other (please specify) Newspaper College Staff Prospectus Friend	
Other (please specify)		

Education Details

In addition to the information you completed in your appication form the Department of Education requires the following information:			
Number of years spent in second level education:			
CERTIFICATE EXAMINATIONS TAKEN: (Please tick all boxes that apply)			
Degree	Junior Certificate		
Diploma	Leaving Certificate Applied		
QQI Level 4	Leaving Certificate		
Other (please specify)			
LOCATION ON 30TH SEPTEMBER LAST YEAR: (Please tick one box only)			
Third Level Student	Training		
Employed	PLC Student		
Unemployed	Abroad:		
Other (please specify):			
Medical History Do you have any medical condition(s) or disability which may require extra support? Please give details:			
Signed By: Information provided on this Application Form	Date: n will be treated as confidential		
FOR OFFICE USE ONLY			
Date Received:	Interviewed: Yes No		
Keyed: Yes	No Offered: Yes No		
Called for Interview: Yes	No Offer Date: Yes No		
Interview Date:	Place Accepted: Yes No		



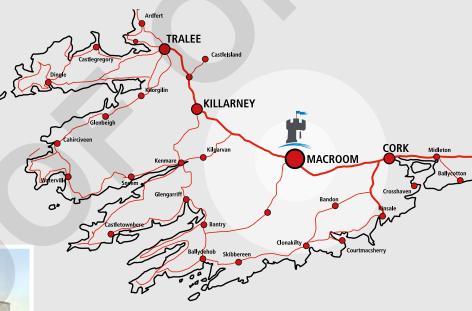


LOCATION

McEgan College of Further Education has two campii in Macroom. The School of Business is located in the main college in the centre of Macroom.

Childcare, Nursing Studies and Health Service Skills are facilitated in the E Park Campus located in Macroom EBusiness Park, Bowl Road, Macroom.

Macroom is on the national primary route N22 between Cork & Kerry, 38km from Cork City and 48km from Killarney. Hourly bus services in each direction provided by Bus Eireann (route 40) stop in Macroom.





Ballincollig lies to the east on Bus route 40. Four key villages; Ballyvourney/
Ballymakeera to west; Ballingeary to the south, Coachford to the east and Killumney
to the southeast; twelve villages, namely, Aghabollogue, Aherla, Ballinora,
Clondrohid, Cloughduv, Crookstown, Crossbarry, Inchigeela, Kilmurray, Kilnamartyra,
Newcestown and Rylane/Seiscne; eighteen village nuclei and f ve small settlements
within the electoral area (Cork County Council, 2011).



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