

Prospectus 2016-2017

Bray Institute of Further Education



bife

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Bray Institute of Further Education congratulates you on returning to full-time education. If you are returning to education after a break or have just left school you are very welcome. Your education is central to our purpose. The dedicated staff of this Institute has years of experience in Further Education and they will assist you in achieving your potential.

We recognise that your decision to enrol with us is a considerable investment by you in your future. We hope that we can make that investment an enriching experience, which will stand you in good stead for many years to come.

Ar aghaidh leis an obair.

Ray Tedders
Principal

Gabriel Allen
Deputy Principal

Patricia Carraher
Deputy Principal

General Information

Introduction

For the past thirty years Bray Institute of Further Education has been a centre of excellence in the field of Further Education. The Institute is a constituent Institute of Kildare and Wicklow ETB. At present the Institute has over one thousand full-time learners studying at Degree, Diploma and Certificate level and two thousand learners on part-time courses.

The Institute has a national profile attracting learners from all over Ireland and abroad. It is located on Novara Avenue, on a six-acre site, only 150 metres from the town centre. The campus is also within walking distance from the Dart Station.

Consistently innovative and flexible in its approach, the Institute has maintained its leading role in Further Education. BIFE has established links with Third Level Colleges in Ireland and abroad enabling our graduates to progress to higher education.

Entry Requirements

Applicants usually have completed and passed the Leaving Certificate (minimum of 5 passes) or equivalent, Leaving Certificate Applied (LCA) or its equivalent, a full QQI Level 4, unless otherwise stated. For mature applicants, experience will be considered in lieu of formal qualifications.

Places on all courses are limited. Applicants will be interviewed. In some cases it may be necessary to bring a portfolio of work to the interview.

Student Responsibility

All students will be treated as adults. We do not contact parents, we deal with the students directly. They are responsible for being in attendance and completing assignments by deadlines date.

Enrolment Procedure

Step 1: Applicants must apply online at www.bife.ie.

Step 2: Attend for Interview.

Applicants will be invited for interview at the Institute. Applicants will be selected on suitability and a first come/first served basis.

You should bring the following to the interview:

- A copy of past results (if applicable)
- A brief Curriculum Vitae
- A Portfolio of Work (where necessary)
- References (where necessary)

Step 3: Successful applicants will be offered a place by post subject to them achieving the basic entry requirements laid out in the prospectus and must secure their place by paying a learner resource fee. This resource fee will be refunded if the applicant subsequently decides not to take their place before Friday 23rd September 2016. Failure to pay the relevant fee may result in a lapse of your offer. All candidates who accept an offer agree to abide by the policies & procedures of the Institute.

Step 4: All learners must register at the Institute on the designated registration date.

International Applicants

The Institute welcomes applications from International Learners. Non EA (applicants outside the European Area i.e. outside E.U + Iceland, Norway and Switzerland) must comply with Irish Visa requirements. Such applicants will have to secure a visa from the Immigration Section of the Department of Justice. As all courses are delivered in English, International learners will be required to provide a certified qualification of proficiency in English where English is not the applicant's first language. Non-EU learners will be required to pay the economic cost of the course as determined by the Department of Education. International applicants should apply directly to the Institute office requesting an international application form.

Fees

Courses at Bray Institute of Further Education are funded largely by the European Social Fund. There are no tuition costs for Irish or EU citizens undertaking PLC courses. However all learners are required to pay the following:

- A **booking Fee of €25** which must accompany the application
- A **Resource contribution fee of €375** for learner services*, this is paid annually.
- A **QQI Exam fee of €60**. (All learners who are holders of a Medical Card or a dependent of a Medical Cardholder, or in receipt of VTOS or BTEA are exempt from paying this charge). The remaining courses offered by the Institute are certified by other accrediting bodies namely: BTEC, ITEC, ATI and City & Guilds. Please contact the Institute's reception to find out the costs of these examination fees.
- A **Government Levy of €200** paid annually. Eligible participants on PLC courses of more than one year's duration must pay the contribution for each year of that course. (Learners who are holders of a Medical Card or a dependent of a Medical Cardholder, in receipt a SUSI grant, VTOS or BTEA allowance are **exempt** from paying this charge).

There is also a cost of registration with professional bodies for a small number of courses such as Accounting Technicians Ireland (ATI).

**Resource fees are used as a general fund to provide learner resources for PLC courses including library services*

Additional Needs/Learning Support

The Institute endeavours to ensure that appropriate facilities and services are available to allow full access and participation for all learners as far as is practical and having regard to the resources available to the Institute. Applicants with special requirements should notify the Institute on their application form and submit appropriate evidence of their needs at interview. This evidence is vital for the approval and provision of services or facilities. If any student has very particular needs they should advise the course co-ordinator when applying and submit evidence as soon as possible. The guidelines for evidence and procedures are on the BIFE website under College Services.

Garda Vetting

Garda vetting is mandatory for the majority of Health and Leisure programmes in the school of Health and Leisure.

Maintenance Grant

Learners on full-time approved courses at the Institute are entitled to apply for Maintenance Grants from The Department of Education. The Grant is means tested. Learners should apply to SUSI, the online grant application system, through www.studentfinance.ie. Learners in receipt of the Maintenance Grant must pay all the usual costs of the course.

Back to Education Initiative & VTOS

The Department of Social Welfare and the Department of Education and Skills administer these two schemes. These schemes offer unemployed adults an opportunity to return to full-time education while retaining their full social welfare entitlements and in some cases to receive extra benefits. To check your eligibility log onto www.studentfinance.ie.

Library

The library is a quiet, comfortable, central and essential space for study and research supervised by a fully qualified Librarian. It is open from 9.00 am – 5.00 pm daily. Students have access to a wide range of books, journals, magazines, daily papers, etc. Resources include computers with internet access, printing, photocopying and excellent Wifi access. The Librarian offers help and training to all learners in finding and using the information they need for their studies.

Location

Bray Institute of Further Education is a short walk from Bray DART Station and Bray Main Street. It is also served by the following buses: 45, 45A, 84, 85 and 145.



Accommodation

The Institute can provide, on request, a list of accommodation offered locally to learners. The Institute does not endorse any such accommodation listed or check its suitability, but learners may find it useful. All arrangements are between the provider and the learner.

Jobs Placement Service

The Institute maintains excellent relationships with many employers. Local and national employers from time to time inform us of job vacancies and these details are passed on to the Department Heads and are posted on the Careers Notice Board.

Work Experience is a vital part of most courses in the Institute and learners are given advice on preparing for work experience. In addition learners will receive help in preparing Curriculum Vitae and interview techniques.

Canteen

The canteen is open from 8:30am to 2:30pm daily except during vacation periods and provides an extensive range of hot and cold meals and snacks throughout the day.

Progression

Bray Institute of Further Education has valuable links with a variety of Irish and UK Higher Education Institutes. The University of Wales, Swansea & Sunderland Universities have strong links with our Media, Performing Arts & Design Departments. Other UK Universities visit our Institute regularly to offer places to our graduates in a variety of Degrees and Diplomas.

Bus Service from Gorey and Arklow

Learners may book a place on the BIFE bus which operates directly from Gorey and Arklow to BIFE daily during the term.

Learner Clubs and Societies

Students are encouraged to establish and join various clubs and societies. We see this as an important part of learning. Students have full control over the running and management of the society or sport and are supported by BIFE with the resources that might be needed. Each year the societies or sports change depending on students' interests but last year the active clubs & societies were:

- Anime Club
- Basketball
- Book Club
- Bucket Productions
- Comedy Club
- Couch to 5K
- Table Top Games
- Film Club
- Human Too
- Kickboxing
- Kicklift
- Photography
- Rock Climbing

Students' Union

The Institute encourages learners to participate fully in the Students' Union. Learners from each course elect representatives to this Union. The Union meets regularly to discuss issues related to learners' needs. The Management Team regularly meets with the Students' Union and values its contribution to the Institute. Two members of the Students' Union are nominated to serve on the Board of Management at BIFE.

Guidance Counselling Service

The Institute provides professional Adult Career Guidance and a confidential Counselling service to all learners. The Guidance Counsellors provide advice on career, progression and education options. The Guidance Counsellors are also available to provide counselling with other issues which arise all too often in the stressful world of today.

Website

Details concerning Bray Institute of Further Education can be found on our website www.bife.ie

Every effort is made to ensure that all information in this prospectus is correct at the time of publication. The Institute does not accept liability for changes in information made by other organisations after the publication date. It is the responsibility of Learners who seek to progress to other higher education courses to consult the individual colleges for more information on progression from Further Education.

Art Portfolio Preparation

**COURSE
CODE: KA**

Certification:

- QQI Level 5
Component Award
in Art (5M1985)

Head of Department:
Karen Ryan

Course Co-ordinator:
Annette Vella

Duration:
One Year

PROFILE: Fiona O'Neill



I wanted to study fashion design so I attended the portfolio course in BIFE in 2010. At the end of the course I received an offer from one of the best institutions for fashion design in London, Central Saint Martins. Last year I graduated after my collection was selected for the BA Fashion Press show at CSM. I was awarded a L'Oreal Fashion prize at the show, which was announced and covered by Vogue and many other major fashion publications. Since then, I was invited to be part of an exhibition at Dutch Design Week and became a finalist in the 2015 H&M Design Awards. Undoubtedly, if I had not taken a place on this portfolio course and received Annette's excellent mentoring, I would not be where I am today!

QQI Level 5 Component Award

This course caters to those applying to third level colleges in order to pursue a career in Art, Craft and Design. It is an intensive year suited to those who are prepared to commit to high work levels in and out of institute hours and short deadlines. The course reinforces an independent work ethic and encourages learners to take initiative. Through a range of problem solving tasks, practical and conceptual approaches to creativity are fostered. Self-motivation and personal commitment are essential. Due to the ambitious nature of the course, the work ethos and range of skills developed on the course will greatly benefit learners in further third level study. The aim of the course is to prepare a portfolio of the highest standard suitable for both Ireland and abroad.



Programme of Study

- Drawing Skills
- Painting
- 3D Studies
- Combined Materials
- Design Skills
- Life Drawing

Components subject to change

Entry Requirements

- Leaving Certificate with 2 Honours (Higher Papers), 4 Passes (Ordinary Papers) including subjects required by the N.C.E.A and other third level governing bodies.

Places will be offered following successful interview. All applicants should bring a selection of their most recent, relevant work.

Career opportunities

- Designer (Textile, Fashion, Viscom Designers)
- Fine Art (Painter, Sculptor, Printer)
- Animator
- Model Maker
- Art Director/Educator
- Multimedia
- Production Design

Higher Education Progression*

- **IADT:**
(DL832) Animation
(DL826) Visual Communications;
(DL828) Model Making, Design & Digital Effects
(DI831) Design for Stage & Screen (Product Design)
- **NCAD:**
(AD101) First Year Art & Design (Core Year)
(AD202) Design or Fine Art & Education
(AD212) Product Design
- **DIT:**
(DT545) Visual Communication
(DT546) Fine Art
- **LIT:**
(LC114) Fashion Knitware & Textiles
(LC110) Art & Design

Graduates may also transfer to leading third level Art & Design Institutes abroad such as central St. Martins, Kingston, Goldsmiths and Chelsea etc.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Art, Craft & Design

**COURSE
CODE: KB**

Certification:

- QQI Level 5 Award in Art, Craft & Design (5M1984)

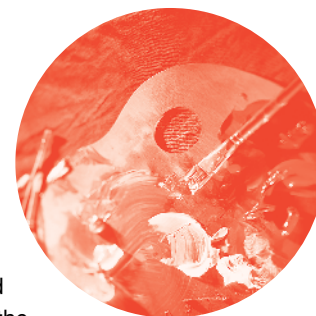
Head of Department:
Karen Ryan

Course Co-ordinator:
Karen Ryan

Duration:
One Year

QQI Level 5 Award

This course is an opportunity for students to work with a range of 2D and 3D media. By the end of the year students will have a collection of work as a result of the completion of a series of projects crossing over disciplines in art, craft and design. Observational drawing is the foundation for all projects. Students are encouraged to develop ideas through experimentation and are supported in refining their skills over the course of the year. Each student participates in the annual end of year exhibition.



Programme of Study

- Drawing
- Ceramics
- Painting
- Appreciation of Art, Craft & Design
- Design Skills
- Communications
- Work Experience
- Printmaking

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full FETAC Level 4 Award
- Full QQI Level 4 with a merit profile
- Mature Applicants- experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Applicants must bring a portfolio/collection of work to the interview.

Career opportunities

- Fine Art
- Ceramic Design
- Education
- Arts Administration

Higher Education Progression*

- **IT Tallaght:**
Advertising & Marketing Communications (TA023)
- **Letterkenny IT:**
Product Design (LY417)
- **Letterkenny IT:**
Animation (LY437)
- **St. Angelas College, Sligo:**
Textiles, Fashion & Design with Business Management (AS053)

Also

- **BIFE:**
Fine Art (BTEC Higher National Diploma)

PROFILE: Magda Biedka



This course offered so much more than I expected. There was a mixture of ages in the class and this added to the atmosphere. Looking at the work that everyone produced was inspiring, everyone has something to offer and something to learn from this course. One of my ceramic pieces was selected for exhibition by Ceramics Ireland. I am currently participating on the Fine Art HND course at BIFE. I hope to progress onto the final year of degree on completion of the fine art course. I would highly recommend this course.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Fine Art

COURSE

CODE: KC (Year 1)
KD (Year 2)

Certification:

- BTEC Higher National Diploma in Fine Art Level 6+ equivalence on the NFQ
- BTEC Higher National Certificate in Fine Art Level 6+ will be achieved after year 1

Head of Department:
Karen Ryan

Course Co-ordinator:
Helen Pomphrey

Duration:
Two Years

PROFILE: Alison Rosewarne



Alison Rosewarne completed the Fine Art course at BIFE in 2015. I found that it gave me a very comprehensive education in Fine Art and has been a fantastic basis for further study. I am now studying for an MA in Visual Culture, Art in the Contemporary World, examining contemporary art practice from a critical, theoretical and philosophical perspective.

BTEC Higher National Diploma Award



This course is reflective of current practice in the fine art world. It is led by tutors who maintain their own practice. Year one involves learners developing and refining their existing skills in drawing, painting, printing, and ceramics. Learners are introduced to new concepts, methods and processes through tuition in the form of workshops and demonstrations. The development of their work is supported by receiving regular feedback from teachers. In the second year learners, while still engaging with teachers, are encouraged to develop a more self-directed approach. Modules such as Professional Practice, Management of Exhibitions and Digital Image Creation & Development prepare learners for self-promotion and add the final touch to portfolios for third level applications. Work produced in this year is exhibited in the Institute's annual Graduate Exhibition. The course also includes study trips to galleries and exhibitions in Ireland and abroad. Past graduates have succeeded in applying their skills and knowledge in a variety of fields from further education studies in third level institutions to working full time within community projects.

Programme of Study

HNC - Year 1

- Visual Communication in Art & Design
- Ideas Generation & Development in Art & Design
- Contextual & Cultural Referencing in Art & Design
- Fine Art Painting
- Fine Art Printmaking
- Fine Art Ceramics
- Drawing in Fine Art
- Commissioned Art Work
- Professional Practice in Art & Design

HND - Year 2

- Digital Image Creation & Development
- Personal Development through Drawing
- Critical Study in Art & Design
- Ideas in Context
- Management of Art Exhibitions
- Site Specific Fine Art
- Project Design, Implementation & Evaluation

Components subject to change

Entry Requirements

- QQI Level 5 award in the visual arts field
- Leaving Certificate or equivalent with a number of passes at higher level desirable.
- Mature applicants - experience will be considered in lieu of formal qualification.

Places are offered following successful interview. Applicants will be requested to complete a brief for submission at interview.

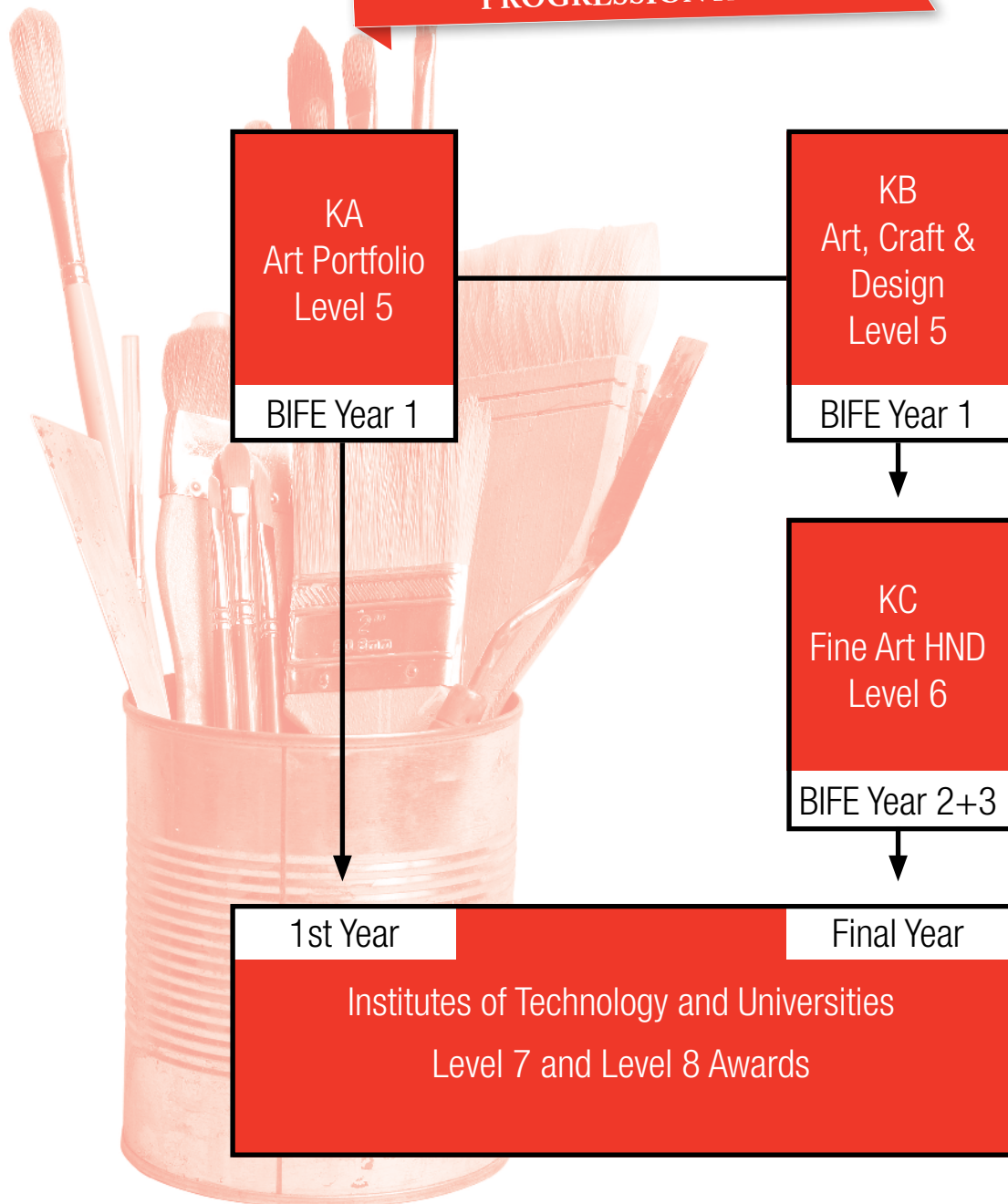
Higher Education Progression*

- **UK and Northern Ireland Universities:** Final year of an Honours Degree in Fine Art (Apply through UCAS system)
- **Irish Universities & ITs:** Learners may proceed via advanced entry to Honours Degree courses.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Art Department

PROGRESSION ROUTE



Graphic Design

BTEC Higher National Diploma Award

COURSE

CODE: DA (Year 1)
DB (Year 2)

Certification:

- BTEC Higher National Diploma in Graphic Design Level 6+ equivalence on NFQ

Head of Department:
Louise Fortune

Course Co-ordinator:
Louise Fortune

Duration:
Two Years

Learners undertake a two year Higher National Diploma course which qualifies them to work in this industry. This course will enable learners to explore modern graphic design procedures and develop problem-solving skills. All learners have access to the most up to date computer design facilities including internet access, a modern design studio and a well-stocked library of art and design texts. Final year learners will exhibit their work at our end-of-year exhibition in the Institute.



Programme of Study

HNC - Year 1

- Visual Communications in Art & Design
- Ideas Generation & Development
- Contextual & Cultural Referencing
- Professional Practice in Art & Design
- Corporate Identity in Graphic Design
- Interactive Media Web Authoring
- 3D Computer Modelling and Animation
- Digital Image Creation & Development

HND - Year 2

- Project Design, Implementation & Evaluation
- Typographic Skills
- Editorial Design
- Packaging in Graphic Design
- Ideas in Context
- Visual Language in Photography
- Business Practice in Art & Design
- Critical Study in Art & Design

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent with some higher papers
- QQI Level 5 award in a related discipline
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following a successful interview. Learners should be computer literate. Applicants must bring a portfolio/collection of work to the interview.

Career Opportunities

- Design
- Web and Graphics
- Page Design and Layout
- Interactive Media
- Packaging

Higher Education Progression*

- **UK and Northern Ireland Universities:** Final year of an Honours Degree in Graphic Design (Apply through UCAS system)
- **Irish Universities & IT's:** Learners may proceed via advanced entry to Honours Degree courses.

PROFILE: Niamh Ní Bhróin



I qualified from UCA in Epsom with a 2:1 in Graphic Design. The two year course that I completed in BIFE stood me extremely well in providing me with the design foundation and confidence I needed to tackle the degree course in just one year. I want to say a very big thank you to BIFE and the teaching staff for their vision and practical guidance, without which I would never have achieved my goal.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE CODE: DD

Certification:

- QQI Level 5 Award in Design (5M2208)

Head of Department:
Louise Fortune

Course Co-ordinator:
B. M. Walsh

Duration:
One Year

PROFILE: Karl Rappie



After qualifying from BIFE I completed my Degree in Architectural Technology in Carlow IT. I started my own business in historical ironworks after working with Dublin City Council Architectural Conservation Department. I have given presentations to the Georgian Society and the Dublin Civic Trust. BIFE gave me the opportunity to return to Higher Education and the confidence to pursue my interest in architectural conservation as a career.

Architectural Design and Technology

QQI Level 5 Award



A one year course in Architectural Design and Technology which will explore the principles of design and construction through studio based projects, drawing and model making. Design projects will allow the learner to learn the essential aspects of architecture and structures. History of Architecture will also be covered including visits to exhibitions and various buildings. The methods and theory of different building construction techniques and materials will be investigated, including a practical build project. The course will result in a comprehensive selection of portfolios which can be used for entry to various third level courses. This course will also appeal to anyone with an interest in architecture.

Programme of Study

- Design Skills
- Drawing
- Architectural Drawing
- History of Architecture
- Building Construction
- Computer Illustrated Graphics (Photoshop)
- Computer Aided Draughting (AutoCad and SketchUp)
- Communications
- Work Experience

Modules subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Cert Applied Award
- QQI Level 4 Award
- Mature Applicants - experience will be considered in lieu of formal qualifications

Career Opportunities

- Architecture
- Architectural Technology
- Planning and Environmental Management

Higher Education Progression*

- **DIT:**
Architecture (DT101);
Architectural Technology (DT175);
Planning and Environmental Management (DT106)
- **Carlow IT:**
BSc Construction Management (CW417);
BSc Architectural Technology (CW407)
- **Waterford IT:**
BSc Architectural Technology (WD094);
Bachelor of Architecture (WD144);
BSc Construction Management & Engineering (WD025)

Many past students have successfully gained entry to Carlow IT, DIT and Waterford IT.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Fashion Design

**COURSE
CODE: DC**

Certification:

- QQI Level 5 Award in Fashion Design (5M3865)

Head of Department:
Louise Fortune

Course Co-ordinator:
Louise Fortune

Duration:
One Year

PROFILE: Naomi Faughnan



Naomi Faughnan, a BTEC Higher National Diploma student from BIFE who completed her studies this year has been offered a Masters in Trinity in "Costume & Set Design". Her design ability has also earned her one of the 12 places in the prestigious "Samsung Galaxy Young Designer of the Year" competition where she competed against students from Ireland & the UK.

QQI Level 5 Award

Through a wide range of creative modules, from fashion and textiles to drawing, this course will introduce the learner to important aspects of Fashion. Students will also develop technical skills in embroidery, garment construction and pattern drafting. The course is suitable for students wishing to build a visual portfolio to gain entry to higher education and gain a better understanding of the industry.



Programme of Study

- Drawing
- Design
- Pattern Making
- Fashion Industry
- Combined Materials
- Garment Construction
- Work Experience
- Communications
- Embroidery

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full QQI Level 4 Award
- Mature Applicants- experience will be considered in lieu of formal qualifications.

Places are offered following a successful interview.

Career Opportunities

- Fashion Design
- Retail
- Costume Design
- Styling

Higher Education Progression*

- **DIT:**
Visual Merchandising (DT598)
- **Griffith College:**
Fashion Design (GC494)
- **IADT:**
Costume Design (DL829)

Also

- **BIFE:**
Fashion & Textiles
(BTEC Higher National Diploma)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Fashion & Textiles

**COURSE
CODE: DL**

Certification:

- BTEC Higher National Certificate in Fashion Design Level 6+ equivalence on NFQ

Head of Department:
Louise Fortune

Course Co-ordinator:
Louise Fortune

Duration:
One Year

PROFILE: Katy Brandon-Byrne



Since leaving BIFE over 6 years ago Katy Brandon-Byrne has now become an International Buyer for one of the most successful retailers in Europe – Penney's /Primark! "I gained valuable skills while at BIFE that now translate into my daily tasks as a buyer" says Katy. "Learning about garment construction, textiles, fabrics and fashion design in BIFE gave me the grounding I needed to further my skills and passion in the retail industry."

BTEC Higher National Certificate

This one year Higher National Diploma course will provide learners with the knowledge necessary to further pursue a career in Fashion & Textile design. The course consists of academic & practical workshops in the field of fashion textiles. Learners are encouraged to enter both National & International Fashion Competitions where they have had considerable success in the past. Final year learners will exhibit their work at our end-of-year exhibition in the Institute.



Programme of Study

- Visual Communications in Art & Design
- Ideas Generation & Development in Art & Design
- Contextual & Cultural Referencing in Art & Design
- Professional Practice in Art & Design
- Design Exploration in Textiles
- Design Application in Fashion
- Pattern Drafting in Fashion
- Drawing Techniques & Approaches

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent with fashion design experience
- QQI Level 5 with Fashion Design subjects
- Mature Applicants-experience will be considered in lieu of formal qualifications

Places are offered following a successful interview. Applicants must bring a portfolio/collection of work to the interview.

Career Opportunities

- Costume design
- Styling
- Buying
- Retail
- Design for women, children and menswear
- Theatre and film in the fashion industry

Higher Education Progression*

- **UK and Northern Ireland Universities:** Final year of an Honours Degree in Fashion Design (Apply through UCAS system)
- **Irish Universities & ITs:** Learners may proceed via advanced entry to Honours Degree courses

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE CODE: DI

Certification:

- QQI Level 5
Award in Furniture
Design (5M2012)

Head of Department:
Louise Fortune

Course Co-ordinator:
B. M. Walsh

Duration:
One Year

PROFILE: David Murphy



I returned to education in BIFE in 2013 after a long absence. Having chosen furniture design as the course most suited to my interests, but with no experience in design, I felt somewhat daunted. This need not have been the case however as the tutors in Bray helped me nurture this interest and develop a passion for design. I am currently continuing my studies in furniture design in DIT Grangegorman; advancing straight into third year on the back of the portfolio I built during my two years in Bray. I will always look on my time in BIFE with great fondness and appreciation for the support offered me by my tutors and the opportunities it has afforded me.

Furniture Design

QQI Level 5 Award

This course equips learners with the essential skills of furniture design and making. There are practical classes using hand tools and machinery as well as drawing and design modules. Each student has the opportunity to develop skills so they can produce their own unique pieces of furniture. Learners have access to a design studio, a well-equipped woodwork room and workshop. This award provides a link to Furniture Design and Timber Technology programmes in Ireland through the CAO system. All learners can gain practical work experience and exhibit their work at the end-of-year Art & Design Exhibition in the Institute.



Programme of Study

- Furniture Making
- Design
- Drawing
- Wood Turning
- Wood finishing
- Appreciation of Art Craft and Design
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full QQI Level 4 Award
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Cabinet Making
- CAD/CAM Technician
- Machine Technician
- Carpentry

Higher Education Progression*

- **DIT:**
Design: Interior and Furniture (DT544)
Timber Product Technology (DT169)
- **GMIT:**
Furniture Design and Manufacturing (GA 970)

Also

- **BIFE:**
Furniture Design and Making
QQI Level 6

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE CODE: DJ

Certification:

- QQI Level 6 Award in Furniture Design (6M2230)

Head of Department:

Louise Fortune

Course Co-ordinator:

B. M. Walsh

Duration:

One Year

PROFILE: Barry Flanagan



**Barry Flanagan receiving his Wood Marketing Federation Award and a cheque for €1000.*

"I started the furniture design course in BIFE with the intention of doing the one year Level 5 course. While there I discovered my passion for designing and making furniture. I have since gone on to do a level 7 course in one of the top colleges in Ireland for furniture making. The experience and tutorage I received in BIFE prepared me for and helped me further my education."

Barry won the National WMF Fabrication award after completing his studies at BIFE.

Furniture Making and Restoration

QQI Level 6 Award



This course facilitates learners through advanced skills of furniture making using woodworking machinery, the application of various wood finishes and techniques. An emphasis will be placed on the key link between the design process, 2D/3D Computer Aided Design and the workshop. Learners will have access to a design studio, a well-equipped woodwork room and a comprehensive workshop. This award provides a link to Furniture Design and Technology programmes throughout Ireland.

Programme of Study

- Furniture Making with Machinery
- Furniture Design
- Wood Finishing
- Veneering and Marquetry
- Furniture Restoration
- Computer Aided Design
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Full QQI Level 5 Award
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Cabinet Making
- Carpentry
- CAD/CAM Technician
- Timber Technology
- Machine Technician

Higher Education Progression*

Direct entry links:

Progression to 2nd year of various third level Courses including courses at DIT and GMIT Letterfrack may also be available to graduates. Students complete a direct entry application form to the College and places are allocated subject to Interview, skills test and results at QQI Level 6.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Garden Design

QQI Level 5 Award



**COURSE
CODE: DK**

Certification:

- QQI Level 5 Award in Horticulture (5M2586)

This course will provide learners with unique training and educational opportunities to become part of the horticulture profession. The Institute has extensive grounds and gardens, a large poly-tunnel and laboratories in which the learners can study botany and soil science together with propagation and design theory and practice. The course has a good mixture of theory based lessons and practical work, which aims to facilitate all learning styles.

Programme of Study

- Plant Science
- Soil Science
- Work Practice
- Landscape Construction & Maintenance
- Plant Identification
- Nursery Stock Production
- Plant Propagation
- Safety & Health at Work
- Communications
- Plant Protection

Mathematics will be offered as an extra subject if learner requires it for further study

Components subject to change

Head of Department:
Louise Fortune

Course Co-ordinator:
Claire McQuade

Duration:
One Year

Entry Requirements

- Leaving Certificate or equivalent.
- Leaving certificate applied
- Full QQI level 4 Award
- Mature Applicants-experience will be considered in lieu of formal qualifications

Places are offered following successful interview.
Garda vetting may be required prior to work placement.

Career Opportunities

- Landscape Gardening
- Landscape Archiculture
- Garden Management
- Community Gardening
- Landscape Horticulture
- Nursery Management
- Self-employment
- Allotment Gardening

Higher Education Progression*

- **Botanic Gardens, Glasnevin:**
Qualification (CASLT)
- **UCD:**
Landscape Architecture & Forestry degrees (DN120)

Also

- **BIFE:**
Horticulture Level 6 award (6M4334)

PROFILE: Kristin O'Donovan



Doing this course gave me the confidence to go out into the community to develop edible public planting in the town where I live. The work experience I did during the course was a wonderful opportunity to work in places around the country that really interested me.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: DG**

Certification:
• QQI Level 6
Award in
Horticulture
(6M4334)

Head of Department:
Louise Fortune

Course Co-ordinator:
Claire McQuade

Duration:
One Year

PROFILE: Jack Ellis



Jack being presented with a prize from Diarmuid Gavin

“Having studied in BIFE for two years, I have done everything from looking at plant cells, to studying the history of garden design. The staff in BIFE are outstanding in their field at supporting students. From working with tree surgeons, to producing bedding plants as part of our work experience, we were all given the opportunity to explore the industry.”

Jack Ellis from Wicklow was a finalist and prize winner in the 2015 Kilsaran Student Garden Competition. He has gone on to set up his own garden design business.

Horticulture / Garden Design Advanced

QQI Level 6 Award



This advanced course in Horticulture/Garden design will give students an opportunity to upgrade their skills with intensive training for another academic year. It will enable learners to spend a further year working full-time on their career structure or open up for them a wide variety of career and educational opportunities.

Programme of Study

- Landscape Design and Construction
- Supervisory Skills
- Communications
- Nursery Stock Production
- Sustainable Horticulture
- Entrepreneurship
- Plant Identification
- Computer Aided Design
- Sketch-up

Mathematics may be offered as an extra subject if learner requires it for further study

Components subject to change

Entry Requirements

- QQI Level 5 award in Horticulture
- Mature Applicants-experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Applicants must bring a portfolio/collection of work to the interview. Garda vetting may be required for work experience.

Career Opportunities

- Landscape Architecture
- Landscape Gardening
- Nursery Management
- Self Employed

Higher Education Progression*

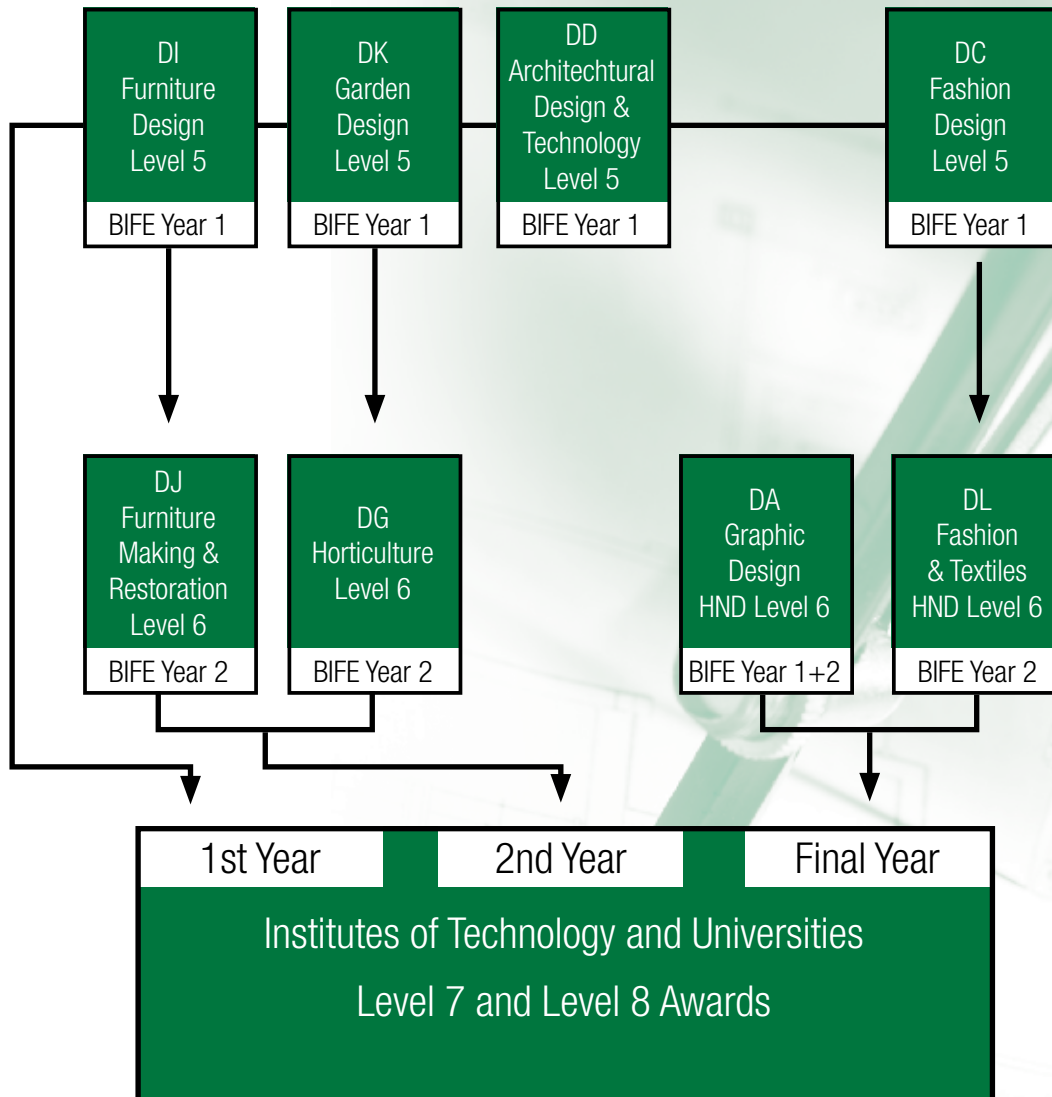
- **Waterford IT:**
BSc in Horticulture (BN022)
- **UCD:**
BSc in Land Management
Agriculture / Forestry (DN120)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*



Design Department

PROGRESSION ROUTE



TV & Film Production

**COURSE
CODE: MA**

Certification:

- QQI Level 5 Certificate in Film and Television Production (5M5158)

Head of Department:
Artemis Kent

Course Co-ordinator:
Noel MacAoidh

Duration:
One Year

QQI Level 5 Award

This one year course develops practical skills in television and film production, post production, lights, streaming, writing, media analysis and film. Learners will work in a live multi-camera studio environment and also in production crews for short films and documentaries. Each learner will direct a short film, documentary film and live studio programme. Successful learners will have a portfolio of completed work and will be offered a place on BIFE's Higher National Diploma in TV & Film (Moving Image).



Programme of Study

- Cinematography Camera Operations
- Cinematography Lighting Skills
- Work Experience
- Communications
- Documentary Film Production
- Script Writing
- TV & Film Editing
- Film Production

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full FETAC Level 4 Award
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Camera operation
- Sound operation
- Lighting
- Design
- Production
- Editing
- TV Studio Production
- Internet related video services

Higher Education Progression*

- **DIT:**
Film and Broadcasting (DT504)
- **IT Tallaght:**
Creative Digital Media (TA022);
Advertising & Marketing Communications (TA014)

Also

- **BIFE:**
TV & Film (Moving Image) Higher National Diploma

Many past pupils work in production roles in companies such as RTE, TV3, TG4, BBC, Screenscene, Windmill Land Ltd, Setanta and many more.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Bláthnaid Treacy & Laura O'Connell



Bláthnaid and Laura worked for TG4 for the program "Sofa Surfing". The two graduates from BIFE were nominated for an IFTA Award in the Children's/Youth Programme category. The two girls both attended Bray Institute of Further Education, where they studied TV and Film Production. Bláthnaid went on to present on RTE's 'Two Tube'.

TV & Film (Moving Image)

COURSE

CODE: MB (Year 1)
MT (Year 2)

Certification:

- BTEC Higher National Diploma in Creative Media Production (Moving Image) Level 6+ equivalence on the NFQ

Head of Department:
Artemis Kent

Course Co-ordinator:
Noel MacAoidh

Duration:
Two Years

PROFILE: Keith Gordan



The TV & Film course at BIFE prepared me for a career in the TV & Film industry. The teachers were great. They are all working in the industry and were very generous with their time. When I finished in BIFE I got full time work straight away in the television industry. I have worked as a camera operator and as a director with Windmill Lane Studios, TV3, Observe Outside Broadcasting and Al Jazeera.

BTEC Higher National Diploma Award

This two year course develops advanced practical skills in all aspects of film and television production. Learners work to professional briefs to produce and direct films and documentary films. In conjunction with the “Performing Arts HND” learners will work with actors directing them in individual projects throughout both years of study. Learners will individually produce and direct a film, documentary film, promotion video and a television drama. Learners will have the opportunity to achieve an honours degree with one additional year of study.



Programme of Study

Year 1

- Film Studies
- Practical Skills
- TV Studio Production
- Documentary Film Production
- Script Writing
- Research Techniques
- Sound for the Moving Image Film
- Editing
- Project Design

Year 2

- Special Subject Investigation
- Producer
- Music Video Production
- Director
- Career Development
- Contextual Studies
- Animation Techniques

Modules subject to change

Entry Requirements

- QQI Award in Creative Media (level 5)
- Leaving Certificate or equivalent with extensive experience in film or television production
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

Past students are working in the following companies:

- RTE; TV3; TG4; Windmill Lane; Screenscene Observe; Al Jazeera; BBC

Higher Education Progression*

- **University of Wales, Swansea:**
BA in Creative Digital Media (WG24) - Final Year
BA in Film & Television Production (W610) - Final Year
- **DCU:**
BA in Media Production Management - Final Year
- **Colaiste Dhulaigh:**
BA in Film (Wolverhampton University) One Year Top Up Degree

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

3D Game Design

**COURSE
CODE: ME**

Certification:

- QQI Level 5 Award in Creative Media (5M5048)

Head of Department:
Artemis Kent

Course Co-ordinator:
Ross Lee

Duration:
One Year

QQI Level 5 Award

This course is an introduction to 2D and 3D computer game design and development. This course will examine all aspects of computer game production from concept and digital art to 3D Modelling and Sound Design. Successful learners will acquire a comprehensive knowledge of game design techniques and theory as well as an extensive portfolio of work including a number of individual games.



Programme of Study

- Games Analysis & Design
- Desktop Audio Production
- Drawing
- Computer 3D Modelling & Animation
- 3D Computer Graphics
- Computer Illustrated Graphics
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a distinction profile
- Full QQI Level 4 with a distinction profile
- Mature applicants-experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Learners should have a good working knowledge of computers and some software (e.g. Internet, Email, MS Office).

Career Opportunities

- Game development roles, for example - Programmer - Artist - Designer
- Indie Game Development
- Digital Media roles

Higher Education Progression*

- **IT Tallaght:**
BA in Creative Digital Media (TA022)
 - **IT Blanchardstown:**
BA (Hons.) in Creative Digital Media (BN112),
Bachelor of Arts in Creative Digital Media (BN021)
 - **Cork IT:**
BA in Multimedia (CR112)
- Also**
- **BIFE:**
Games Development Advanced QQI Level 6 (6M5131)

PROFILE: Adam Mullen



I'm currently studying a BSc in Game Art and Design in Limerick IT. I found the 2 years I spent at BIFE to be extremely rewarding. I went from level 5 at the start being someone who was barely able to turn on a computer to being good with computers and realizing this was the field I wanted to progress in by the end of that year. The tutors were excellent and if I had any issues at all, I just needed to ask and they would help. I found that the Level 5 and Level 6 course I attended have prepared me extremely well for not just the 1st year of my University course but for the 4 years. I would highly recommend B.I.F.E to anyone wanting to study Game Art and Design.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult information for FETAC applicants at www.cao.ie*

Games Development

**COURSE
CODE: MG**

Certification:

- QQI Level 6 Award in Multimedia (EMXXX)
- * Due to ongoing developments in QQI, this award and content is subject to change.

Head of Department:
Artemis Kent

Course Co-ordinator:
Ross Lee

Duration:
One Year

QQI Level 6 Award

This one year Games Development course is designed to encourage key games development skills especially in the areas of games software programming and 3D modelling & animation. Learners will learn how to use and implement popular game engines in the creation of their own games software titles while studying core development languages. Additionally, learners will create graphics, animation, sound and look at their implementation possibilities for modern technologies such as the web, mobile devices and gaming consoles. Successful learners will have an extensive knowledge of games software development as well as an extensive portfolio of work including games.



Programme of Study

- Digital Media Technology
- Project Development
- Programming Languages
- Digital Games Authoring
- Digital Imaging
- Web Authoring
- Sound Engineering for Games
- Drawing
- Mathematics for Computing

Components subject to change

Entry Requirements

- Leaving Certificate with at least a D3 in Ordinary Maths with relevant experience
- QQI Level 5 award in Creative Media
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following a successful interview. Candidates are encouraged to bring a CV and portfolio to the interview.

Career Opportunities

- Game development roles - Programmer - Artist - Animator - Designer
- Indie Game Development
- Software & Web Development
- Digital Media roles

Higher Education Progression*

- **Carlow IT:**
BSc in Computer Games Development (CW208)
- **DIT:**
BA in Games Design (DT5D8)
- **Dundalk IT:**
BSc in Computing in Games Development (DK820);
BSc in Computing in Software Development (DK721)
- **Limerick IT:**
BSc in Games Design & Development (LC418)
- **Athlone IT:**
BSc in Computing in Software Design (Game Development) (AL801)
- **IT Blanchardstown:**
BA (Honours) in Creative Digital Media (BN112);
Bachelor of Arts in Creative Digital Media (BN021)
- **NUI Maynooth:**
BA Digital Media (MH110)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Leigh O'Reilly



My overall experience of BIFE was great. The classes were very practical and the teachers were very approachable. I was accepted directly into the 4th year of a Computer Science degree in DIT that specialises in Game Development after completing the course at BIFE. Everything that I learnt in BIFE I am putting to use in the degree. The course in BIFE had a big emphasis on industry standard and now I find that to be the case. After I'm finished the degree I'm hoping to do my Masters which is also run by DIT.

COURSE CODE: MF

Certification:

- City & Guilds Diploma in Sound Engineering (7603) Level 5 Equivalence on the NQF

Head of Department:

Artemis Kent

Course Co-ordinator:

Philip Dobie

Duration:

One Year

PROFILE: Patrick Doyle - RTE Post Production Sound



The Sound Recording & Music Technology course definitely helped me to get where I am today. As a Post Production Sound Engineer, I'm now mixing TV programmes and video packages for one of Ireland's main television broadcasters. It's my ideal job. While I had a little background in audio before going to BIFE, what I learned there was invaluable in cementing my knowledge and adding to it - as well as ensuring that I felt confident that I knew my stuff.

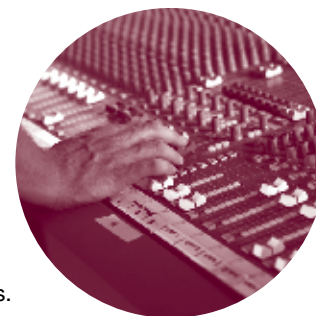
Sound Engineering



ABLETON ACCREDITED CENTRE

CITY & GUILDS Diploma Award

Learn how to record, mix, produce and master music using classic vintage gear alongside cutting edge technology in any of our three studios. Our tutors will guide you through the ins and outs of a professional studio, teaching you how to turn your rough mixes, or track ideas, into commercial masters. Get to know the industry secrets behind Mic Selection, EQ, Compression, Level Balancing, Spatialization, Drum Programming & Synthesis. Step by step you will be trained from first principles all the way through to mix master. If you want to know how it all works, from the very basics of the craft all the way through to the art, enrol at the Bray Institute of Further Education.



Programme of Study

- Employment Opportunities
- Studio Routing & Wiring
- Mixing & Recording Consoles
- Microphones
- Equalisation
- Dynamics and Effects
- Sampling & Synthesis
- Audio Analysis
- Music Technology for Hardware & Software
- Composing with Technology
- Development of Studio Recording

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied
- Full QQI Level 4 Award
- Mature Applicants-experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Studio Engineer
- Production/Recording Artist
- Live Sound Engineer
- Location Sound
- Interactive Media
- Gaming Audio

Higher Education Progression*

- **BIFE:**
Music Production & Sound Engineering
(BTEC Higher National Diploma)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Music Production



ABLETON ACCREDITED CENTRE

BTEC Higher National Diploma Award



COURSE

CODE: MJ (Year 1)
MH (Year 2)

Certification:

- BTEC Higher National Diploma in Music Production Level 6+ Equivalence on NFQ

Head of Department:

Artemis Kent

Course Co-ordinator:

Artemis Kent

Duration:

Two Years

BIFE Sound fuses art and science to ensure students become fluent in the language and culture of music technology. An advanced program developed for those who want to hone and refine their skills. We focus on getting you ready to enter the competitive audio industry able to express yourself both technically and artistically. We go in depth into recording techniques used in the studio, live and on location. We explore emerging trends in audio technology, synthesis and sound design to make sure that your technique is fresh, vibrant and state-of-the-art. We encourage you to work towards your own artistic and professional goals with tutors providing constant support, professional coaching and individual guidance. If you want to go deep into the craft enrol at the Bray Institute of Further Education.

Programme of Study

HNC – Year 1

- Creative Arts Research Skills
- Music in Context
- Notation
- Audio Electronics
- Live Sound for Small Venues
- Music Technology
- Computer Music Composition & Production
- Studio Recording & Engineering

HND – Year 2

- Preparation Process & Production
- Audio Post Production
- Performance Technology
- Music Production Analysis
- Music Studio Production
- Music Electronics
- Aural Perception
- Planning for Public Performance

Components subject to change

Entry Requirements

- Leaving Certificate with two honours
- Full QQI Level 5 Award with relevant experience
- City & Guilds Diploma in Sound Engineering (7603) with a merit profile
- BTEC Diploma in Music Technology with a merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. For a successful interview it is recommended that students bring in evidence of prior experience in sound recording/music production.

Career Opportunities

- Studio Engineer
- Location Sound
- Interactive Media
- Post Sound for TV & Film
- Production/Recording Artist
- Live Sound Engineer
- Gaming Audio

Higher Education Progression*

- **Queens University Belfast:**
BSc in Music Technology & Sonic Arts (Second Year)
- **Northbrook College Sussex:**
Music Production (W361 Final Year)
- **Manchester Metropolitan University:**
Creative Music Production (W394 Final Year)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Alan Doherty



I thought returning to education as a mature student would be difficult, but the staff and teachers at BIFE made it so enjoyable and I learned so much, that I wanted to go further. After completing the HND in Music Production at BIFE, I was able to go on to study at Queen's University Belfast where I received an Honours Degree in Music Technology and Sonic Arts. My time at BIFE prepared me so well for University, and the quality of training I received from my Tutors made the progression really quite easy.

Music Performance

COURSE

CODE: MK (Year 1)
ML (Year 2)

Certification:

- BTEC Higher National Diploma in Music
- Level 6+ equivalence on the NQF

Head of Department:
Artemis Kent

Course Co-ordinator:
Artemis Kent

Duration:
Two Years



BTEC Higher National Diploma in Music

The BTEC HND in Music Performance is an exciting new course which will develop your knowledge, understanding, skills and techniques as a musician for successful employment in the music industry or progression to further study. Both theoretical and practical musicianship skills are covered, combined with performance opportunities, event management, music technology and recording. In addition students will get a broad insight into the music business from lecturers who are experienced musicians and industry practitioners. We offer the opportunity for study relevant to you covering popular and classical music. Solo and ensemble, vocal and instrumental training are given and there is high level private instrumental tuition available on demand.



Programme of Study

HNC – Year 1

- Music Performance
- Contextual Studies
- Notation
- Aural Perception
- Music Health and Law
- Music Technology
- Keyboard/Singing Skills
- Principles of Musical Sound

HND – Year 2

- Music Performance Skills
- Music Business and the Entrepreneur
- Project Realisation
- Research
- Music in the Community
- Ensemble/Band Studies
- Performance Technology
- Critical Music Listening

Components subject to change

Entry Requirements

- Leaving Certificate with two honours, preferably one of these to be Music
- Ability to read music notation an advantage
- Performing ability on guitar, violin, piano/ keyboard or singing
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview and audition. Students should come prepared to play or sing 2 contrasting pieces with or without accompaniment. Video evidence will also be accepted in addition to the above. Ear tests will be given.

Career Opportunities

- Live Events
- Music Business
- Promotion
- Music Performance
- Community Arts
- Cultural Venue Operations

Higher Education Progression*

It is possible to progress to a degree course at one of the following (places not guaranteed)

- BIMM Dublin certified by DIT
- BA (Hons) in Commercial Modern Music
- DIT - Dublin Institute of Technology
Bachelor of Music (BMus)
Bachelor of Music Education (BMusEd)
Bachelor of Arts in Creative and Cultural Industries – delivered by the College of Arts & Tourism
- RIAM - Royal Irish Academy of Music
Bachelor in Music Performance
- Cork School of Music
Bachelor of Music (Honours)
Bachelor of Arts (Honours) in Popular Music: Electric Guitar
Bachelor of Arts (Honours) in Popular Music: Keyboards
Bachelor of Arts (Honours) in Popular Music: Voice
- Dundalk Institute of Technology
BA (Hons) in Applied Music
- Maynooth University
Bachelor of Music

Plus numerous colleges in the UK offering degrees in rock, popular music and classical.

You could even go to Nottingham Trent University and acquire a degree in Heavy Metal Music Performance

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

DJ Techniques & Music Production

**COURSE
CODE: MI**

Certification:

- National Diploma in Music Technology (DJ Techniques) Level 5 equivalence on NFQ

Head of Department:

Artemis Kent

Course Co-ordinator:

Kenneth Harte

Duration:

One Year

PROFILE: Matthew Flanagan aka Defekt



My journey into electronic music began when I started the DJ Techniques course in BIFE. I loved it, learned a lot, met some great people. It was good to have the lecturers there lay out what I needed to know, what I needed to do, to get a head start in music.



ABLETON ACCREDITED CENTRE

BTEC National Diploma Award



It is not an exaggeration to say this is the only place in Ireland to offer this kind of education, this level of knowledge and this depth of passion. We love dance music, we love club culture, we love music technology. If you're mixing, mastering or stepping a beat - we're smiles all round. If you're producing, we're happy. If you want to know about this music, if you want to know about this technology, if you want to be able to move people through music - enrol at the Bray Institute of Further Education.

Programme of Study

- DJ Techniques Performance
- Music Production Techniques
- Sequencing Systems & Techniques
- Marketing & Promotion in the Music Industry
- The Sound & Music Industry
- Special Subject Investigation

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full QQI Level 4 Award
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- DJ Producer
- Radio DJ
- Event Promotion
- Label Owner

Higher Education Progression*

- **BIFE:**
Music Production
(BTEC Higher National Diploma)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Acting for Theatre & Film

**COURSE
CODE: PA**

Certification:

- QQI Level 5 Award in Performing Arts (5M5151)

Head of Department:
Artemis Kent

Course Co-ordinator:
Mary Kelly Borgatta

Duration:
One Year

PROFILE: Naoise Dunne



Since graduating from Bray Institute of Further Education I have attempted to keep myself immersed in the world of performance. To that end myself and several other classmates from BIFE set up a theatre company, Ensemble Terrible, to stage the play The Legend of Finn Maccoole; A Comedy in Three Attempts which we performed in The Martello Bray, Clough Jordan Eco Village, and Bray Library in association with Culture Night. The Performing Arts course in BIFE gave me the skills, dedication, and determination necessary to undertake this and many other projects. The tutors taught and guided me through my time in BIFE, giving me the confidence to attempt to make a career within the acting world. I would highly recommend the course to anyone with a passion for acting and the theatre.

QQI Level 5 Award

This one year course provides an intensive production-led study in theatre performance. It enables learners to develop the personal qualities and performance skills essential to an actor/performer, self-confidence, focus, concentration, flexibility, trust, imagination and co-operation. Training prepares students to perform in a range of Media.



Programme of Study

- Alexander Technique
- Physical Theatre
- Improvisation
- Devising
- Voice/Singing
- Acting Skills
- Dance
- Stage Combat
- Fencing
- Puppets/Masks
- Stage Management
- Communications
- Set Design & Construction
- Lighting
- TV/Film
- Audition

Components subject to change

Entry Requirements

- Leaving Certificate or Equivalent
- Leaving Certificate Applied
- Full QQI Level 4 Award
- Mature students – experience will be considered in lieu of formal qualifications

Places are offered following successful interview and successful participation in a workshop/audition.

Career Opportunities

This course provides skills and training which will enable learners to identify and seek employment in the ever expanding Performing Arts/Entertainment industry. All auditions are performed on stage and filmed in the studio.

Higher Education Progression*

- **DIT:**
Drama (Performance) (DT529)
 - **TCD:**
Drama and Theatre Studies (TR025)
 - **NUI Galway:**
Arts (Drama, Theatre and Performance Studies) (GY118)
- Also
- **BIFE:**
Performing Arts – Theatre (BTEC Higher National Diploma Level 6+)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE
CODE: PB (Year 1)
PC (Year 2)

Certification:

- BTEC Higher National Diploma in Performing Arts – Theatre Level 6+ equivalence on the QCF

Head of Department:
 Artemis Kent

Course Co-ordinator:
 Mary Kelly-Borgatta

Duration:
 Two Years

PROFILE: Oisín Porter



BIFE's Performing Arts course has helped me grow personally, inter-personally and professionally. After completing the HND course at BIFE I was accepted onto the final year of the Honours degree course at Swansea Met. During my time at Swansea Met., the students who studied at BIFE consistently stood out from the rest of the year. Along with the dedication and professionalism of the tutors at BIFE, this course will greatly benefit anyone who wishes to continue along this path.

Acting - Advanced for Stage & Screen

BTEC Higher National Diploma Award



This course is a production-led exploration of all aspects of theatre including performance and production. Training is provided in a comprehensive range of acting skills. Students study singing/voice/dance/improvisation/devising/physical theatre/clowning. Particular emphasis is given to training in classical acting skills. Learners will be expected to perform to live audience every term. Performances take place in local Black Box Pub Theatre and at Mermaid Arts Centre.

Programme of Study

- Singing Techniques & Styles
- Singing for Musical Theatre
- Physical Theatre Performance/Clowning
- Popular Entertainment
- Movement for the Actor
- Development of Acting Skills
- Naturalistic Acting
- Acting for Camera
- Classical Acting
- Alternative Approaches to Acting
- Creative Arts Research Skills
- Historical Context in the Performing Art
- Production Management in the Performing Arts
- Mask Design and Construction
- Theatre Directing
- Iternative Approaches to Acting
- Applied Contemporary Performance Practice

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent with acting experience
- QQI Level 5 award in Performing Arts
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places are offered following successful interview and successful participation in a workshop/audition.

Higher Education Progression*

- University of Wales, Swansea:
 B.A. Hons Degree in Performing Arts-Performance Theatre (Final year)

Career Opportunities

- Actor
- Director
- Production Management
- Stage Management
- Set and Lighting Designers
- Prop Management
- Arts Administration
- Teaching
- TV/Film
- Drama Therapy
- Event Management and Tourism.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: PD**

Certification:

- BTEC National Diploma in Dance Level 5 equivalence on the NFQ

Head of Department:

Artemis Kent

Course Co-ordinator:

Annette Hynes

Duration:

One Year

PROFILE: Aisling Nally - Dance Advanced (PE)



After a memorable three years in BIFE I have gained a wide range of skills along with valuable knowledge that has been a great asset to me in furthering my career. I am currently studying in the University of Sunderland to obtain a B.A. Hons. Degree in Dance. I firmly believe I would not have got this opportunity without the help and support from all at BIFE.

Dance Technique, Performance and Choreography

BTEC National Diploma Award



This exciting new programme skills the dance practitioner/learner and prepares them for entry into today's industry of dance. It provides the learner with an understanding of the skills and knowledge required to pursue a career in dance. The emphasis is on performance, technique and choreography. The one year course gives the learner a comprehensive knowledge of various dance styles and related subjects and allows them the opportunity to develop his/her potential. The course aims to provide a firm foundation for further studies in dance. It offers a direct route to the Higher National Diploma which will enable learners to proceed to a top up year at University to achieve a B.A. Honours in Dance.

Programme of Study

- Choreography
 - Classical Ballet
 - Contemporary
 - Dance Performance
 - Dance Research
 - Jazz Dance
 - Performing to an Audience
 - Performance Workshops
- Also included are*
- Backing Dancer
 - Dance in the Community
 - Injury Prevention
 - Improvisation
 - Nutrition for the Dancer
 - Pointe Work
 - Rehearsal and Live Performance Skills

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied
- Full QQI level 4
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview and audition. Learners should have some previous experience in dance.

Career Opportunities

- Professional Performance
- Teacher
- Dance in the Community
- Arts Administration
- Dance Therapy

Higher Education Progression*

- **BIFE:**
Dance Advanced
(BTEC Higher National Diploma)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE

**CODE: PE (Year 1)
PF (Year 2)**

Certification:

- BTEC Higher National Diploma in Performing Arts – Performance (Dance) Level 6+ equivalence on the NQF

Head of Department:
Artemis Kent

Course Co-ordinator:
Annette Hynes

Duration:
Two Years

PROFILE: Emily Kilkenny Roddy & Aoife Boyle

Emily Kilkenny Roddy and Aoife Boyle joined the dance course in BIFE in 2012 where they later graduated from in 2015 with Distinction profile HNDs. Throughout their audition period in early 2015 of their 3rd year at BIFE they audition and received a place in the Top-Up year dance course at the University of Chichester, where they later became the first BIFE students to go to the University. Currently in the processes of completing their final year of their degree they have found the modules and training at BIFE have successfully prepared them for University standard and further afield. Covering modules such as dance production, teaching dance technique and dance criticism at Chichester they have found to make direct links to modules taught at BIFE. Gaining analytical knowledge from the theoretical teachers and discipline, etiquette and creativity from their practical classes prepared them for a successful final year at the University of Chichester where they hope to potentially proceed on to Master programs, PGCE training or the performance route.

Dance Technique, Performance & Choreography - Advanced

BTEC Higher National Diploma in Dance



The emphasis of the course is on performance in live theatre. Teaching experience forms part of the course in 2nd year. In Choreography and Physical Theatre students explore their creative talents. Dance Research and Analysis gives the student an insight into the development of dance. Musical Theatre is an important element of the course. In Contemporary Dance, Graham, Cunningham, Limon and Release are explored. Preparing for the industry of dance is an important part of the course with the emphasis on professional practice. Classical Ballet includes pointe work and repertoire. The Higher National Diploma provides a clear pathway leading to a top up year at university in the UK leading to a B.A. (Hons) in Dance. Former students have gone on to the University of Bath Spa, Middlesex, Chester, Sunderland, Liverpool Institute of Performing Arts (LIPA), De Montfort, Chichester, Edinburgh College, Doncaster and Winchester. BIFE is the only institute to offer the HND route to a degree in dance in Ireland, North and South.

Programme of Study

HND – Year 1

- Creative Art Professional Practice
- Creative Art Research Skills
- Choreography for Solo Performance
- Classical Ballet Background & Technique
- Contemporary Dance Techniques
- Dance & Health
- Jazz Dance Technique & Performance
- Physical Theatre

Components subject to change

HND – Year 2

- Preparations, Process & Production in the Creative Arts
- Choreography of Group Performance
- Classical Ballet Development & Analysis
- Contemporary Dance Techniques & Performance
- Dance Criticism & Analysis
- Popular Entertainment
- Musical Theatre Performance
- Jazz Dance & Development
- Applied Contemporary Performance Practice

Entry Requirements

- Leaving Certificate or equivalent with dance experience
- QQI Level 5 award or equivalent in dance
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview and audition.

Higher Education Progression*

University of Sunderland: BA Hons. in Dance (W501 Top-up year)

University of Bath Spa: BA Hons. In Dance (W500 Top-up year)

University of Middlesex: BA Hons. in Dance Performance (W500 Top-up year)

De Montfort University: BA Hons. in Dance Performance (W500 Top-up year);

BA Hons. in Dance Studies (W501 Top-up year)

University of Chester: BA Hons. in Dance (Top-up year)

University of Chichester: BA Hons. in Dance (W501 Top-up year)

University of Doncaster: BA Hons. in Dance (W500 Top-up Year)

University of Winchester: BA Hons. in Dance

Edinburgh College: BA Hons. in Dance

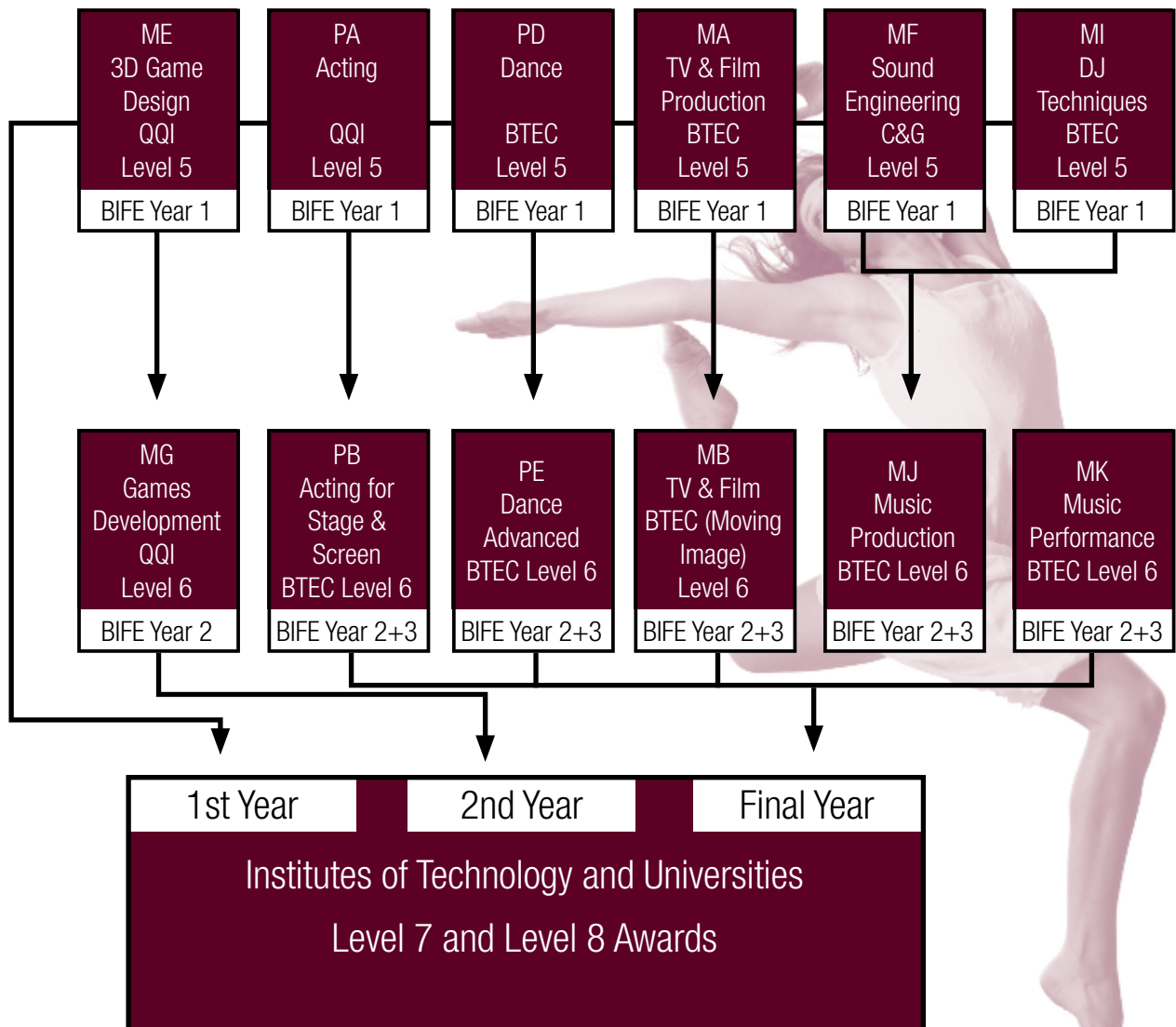
**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*



Cresc.

Media Department

PROGRESSION ROUTE



Beauty & Wellbeing Studies

ITEC Diploma Awards



COURSE

CODE: FA (Year 1)
FB (Year 2)

Certification:

ITEC Diploma in

- Beauty Specialist
- Facial Electrical Treatments
- Aromatherapy
- Indian Head Massage

QQI Level 5 Component in:

- Work Experience (5N1356)

BIFE Certificates in:

- First Aid
- Hopi Ear Candling
- Holistic Facial Massage
- Pregnancy
- Deep Tissue Massage

Head of Department:

Sandra Kelly

Course Co-ordinator:

Sandra Kelly

Duration:

Two Years

PROFILE: Priscilla Devlin



I left my job of 10 years and decided to return to further education. I decided to try a hand at beauty. I attended both beauty and holistic therapy courses in BIFE. My time in there was very worthwhile, I really enjoyed the course, and the tutors are very professional, always there to give you a helping hand and very good advice. After studying two years in BIFE, I got a job in a salon part time. Then I opened my own Hair, Beauty and Holistic Therapy Salon and business is doing great. My time spent in Bray Institute of Further education was really enjoyable. A piece of advice for anyone thinking of the same is to go for it, if you put the hard work in and long hours it will all be worthwhile in the end.

This two year Diploma course is designed for learners who have an interest and aptitude for the Beauty Industry. It provides the learner with the highest level of practical and theoretical skills. Upon completion successful learners will have achieved ITEC Diplomas, which are highly recognised Internationally Qualifications. These much sought after qualifications will facilitate them to pursue a professional career as a beauty therapist both at home and internationally.

Programme of Study

Year 1

- Diploma in Beauty Specialist incorporating:
 - Skin Care & Eye Treatments
 - Make-Up
 - Manicure & Pedicure
 - Waxing
 - Professional Conduct & Business Awareness
- Diploma in Facial Electrical Treatments

Year 2

- Diploma in Aromatherapy
- Diploma in Indian Head Massage
- Work Experience
- Hopi Ear Candling
- Holistic Facial Massage
- Deep Tissue Massage
- Pregnancy Massage

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places are offered following a successful interview.

Garda vetting is a requirement. Learner's must be Garda Vetted prior to attending work experience placement. Learner's must source their own work placement.

Career Opportunities

Beautician in a variety of settings such as:

- Beauty Salon
- Spa/Health-farm
- Cruise Liners
- Nail Bar
- Self-employed mobile therapist
- Make-up specialist with Cosmetic Company
- Product Sales
- Cosmetic Sales Demonstrator

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Fashion Theatre & Media Make-Up

ITEC Diploma Awards



**COURSE
CODE: FC**

Certification:

- ITEC Diplomas in:
 - Fashion, Theatre & Media Make up
- QQI Minor Award in Retail Selling (5N1619)
- Work Experience (5N1356)

This course is designed for those interested in a career as a professional make-up artist in Fashion, Theatre, T.V. and Film, Bridal and Photography Cosmetic Retailing. Learners may also pursue a career in a commercial retail and treatment setting such as large department stores that house make-up counters, both retailing products and providing day and night make-up looks. It provides the learner with the highest level of practical skills with an internationally recognised qualification.

Programme of Study

- Diploma in Fashion Theatre & Media Make-Up *incorporating:*
 - Special Effects – wounds, burns, cuts etc
 - Theatre/Character Make-up
 - High Fashion Make-Up
 - Make-up for TV & Film
 - Make up (unit 10)
 - Eye Brow Design
 - Semi Permanent Brows
 - Professionalism & Business Awareness
- Body Art
- Air Brushing
- Prosthetics
- Hair Session Styling
- Portfolio Preparation
- Social Media/Digital Marketing
- Retail Sales
- Photographic & Presentation Skills
- Work Experience

Components subject to change

Head of Department:
Sandra Kelly

Course Co-ordinator:
Sandra Kelly

Duration:
One Year

PROFILE: Aisling Powell – Owner, Empower Studio



Despite the workload needed for this course, I loved every minute of it. The support given to each and every student by our teachers was second to none, their passion, skill and knowledge in the makeup and special effects field really inspired me to work as hard as I could to ensure great results. I've since worked on films such as the Tudors, The Clinic and the Savage Eye. I have worked with many cosmetic houses such as MAC and Chanel and in February 2013 I opened up my own business, Empower Studio in Dublin.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following a successful interview. Learners should be able to provide evidence of aptitude and ability to meet course requirements i.e. creative skills, experience of make-up would be an advantage.

Career Opportunities

- Professional Make-up Artist
- Film and T.V. work
- Make-up specialist with cosmetic company
- Bridal Work
- Photography Shoots
- Retail Selling
- Product Sales
- Cosmetic Sales Demonstrator

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Holistic and Wellbeing Studies

(Mornings Only - 1st Year)

ITEC Diploma Awards



COURSE

CODE: HG (Year 1)
HY (Year 2)

Certification:

ITEC Diploma's Level 5 equivalence on the QQI in

- Massage
- Reflexology
- Aromatherapy
- Indian Head Massage
- Onsite Massage
- Stone Therapy Massage

QQI Level 5 Component in:

- Work Experience (5N1356)
- Nutrition (5N2006)

BIFE Certificates in:

- First Aid
- Hopi Ear Candling
- Holistic Facial Massage
- Pregnancy Massage
- Deep Tissue Massage
- REIKI 1
- REIKI 2

Head of Department:

Sandra Kelly

Course Co-ordinator:

Sandra Kelly

Duration:

Two Years

This two year Diploma course is designed for people with an interest and aptitude in the area of Holistic Health. Learners gain an awareness and understanding into the Holistic Approach and upon completion will have achieved many ITEC qualifications which allow them to work in many areas of the holistic field at home and internationally - ITEC qualifications are internationally recognised. It provides the highest level of theoretical & practical skills, work experience provides practical hands-on experience which is invaluable for career prospects.

Programme of Study

Year 1

- Diploma in Holistic Massage
- Diploma in Reflexology
- Diploma in Onsite Massage
- Anatomy & Physiology
- Professional Conduct & Business Awareness
- First Aid
- Nutrition

Year 2

- Diploma in Aromatherapy
- Diploma in Stone Therapy Massage
- Diploma in Indian Head Massage
- Work Experience
- Hopi Ear Candling
- Holistic Facial Massage
- Deep Tissue Massage
- Pregnancy Massage
- Reiki 1 & 2

Components subject to change

Places in Therapy classes subject to availability

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 with a merit profile
- Mature Applicants with no formal qualifications

Places are offered following successful interview. Garda Vetting is a requirement. Learners must be Garda vetted prior to attending work experience placement. Learner's must source their own placements.

Career Opportunities

Holistic Therapist in a variety of settings:

- Hotel Spa/Health-farm
- Leisure Centre
- Resource Centre
- Support Group within the community
- Self employed
- Cruise Liners



Owners: Wise Hands

'Wise Hands' is located in Charlesland Golf Club, Co Wicklow. We opened for Business in October 2013. We were both students on the Holistic Health Course at BIFE achieving both FETAC and ITEC Diplomas. All our clients regularly comment on our high professional standards thanks to our teachers at BIFE.

**COURSE
CODE: FD**

Certification:

ITEC Diplomas in

- Nail Technology
- Nail Art

QQI Level 5 Minor Award in:

- Work Experience (5N1356)
- Retail Selling (5N1619)
- Nail Technology (6N3476)
- Word Processing (5N1358)

Head of Department:

Sandra Kelly

Course Co-ordinator:

Sandra Kelly

Duration:

One Year

Nail Technician & Salon Administration (Mornings Only)

ITEC Diploma Awards



This Diploma course is designed for those who wish to pursue a career in a commercial retail and treatment setting such as large department stores that house specialist nail bars. It provides the learner with the highest level of practical and theoretical skills. Upon completion successful learners will have achieved ITEC Diplomas, which are highly recognised International Qualifications. These much sought after qualifications will facilitate them to pursue a professional career as a nail technician both at home and internationally.

Programme of Study

ITEC Diploma in Nail Technology incorporating:

- Manicure & Pedicure
- Gel, Acrylic and Fibreglass Nails
- Professional Conduct & Business Awareness

ITEC Diploma in Nail Art incorporating:

- One Stroke Nail
- Embedding
- Freehand Nail Art
- Acrylic Paint Nail Art
- 3 Week Manicure

QQI Certification in:

- Work Experience
- Retail Selling
- Nail Technology
- Word Processing
(Salon Administration Software)

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied Award
- Full QQI Level 4 award
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places are offered following a successful interview.

Career Opportunities

- Freelance Nail Technician
- Beauty Salon
- Nail Bar
- Cruise liners
- Product Sales
- Pharmacy
- Department Store
- Self-Employed Mobile Therapist

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE CODE: FE

Certification:
IPC (Irish Pharmacy Union)
Certificate in Medical
Counter Assistant

ITEC Certificate in Make Up
Application

QQI Level 5 Award in
Community Health Services
(5M4468)

Head of Department:
Sandra Kelly

Course Co-ordinator:
Sandra Kelly

Duration:
One Year

Pharmacy Retailing & Cosmetic Selling

QQI Level 5 Award



This course is certified by the Irish Pharmacy Union and offers you the opportunity to train as a pharmacy Counter Assistant. It will also offer certification from ITEC in the area of make-up and cosmetics and from QQI in Community Health Services. There are many career opportunities in these growing areas of employment. In Pharmacies you will work at the front end of the shop and give advice on over-the-counter medicines, beauty, make-up and cosmetic products. Learners will also acquire skills on customer care and retailing.

Programme of Study

- Health Care Products
- Baby Care Products
- Make Up Application Unit
- Cosmetics
- Nutrition
- Care Support
- Communications
- Retail Selling
- Care of the Older Person
- Reception and Front Line Skills
- Work Experience
- Word processing

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature Applicants - experience will be considered in lieu of formal qualifications

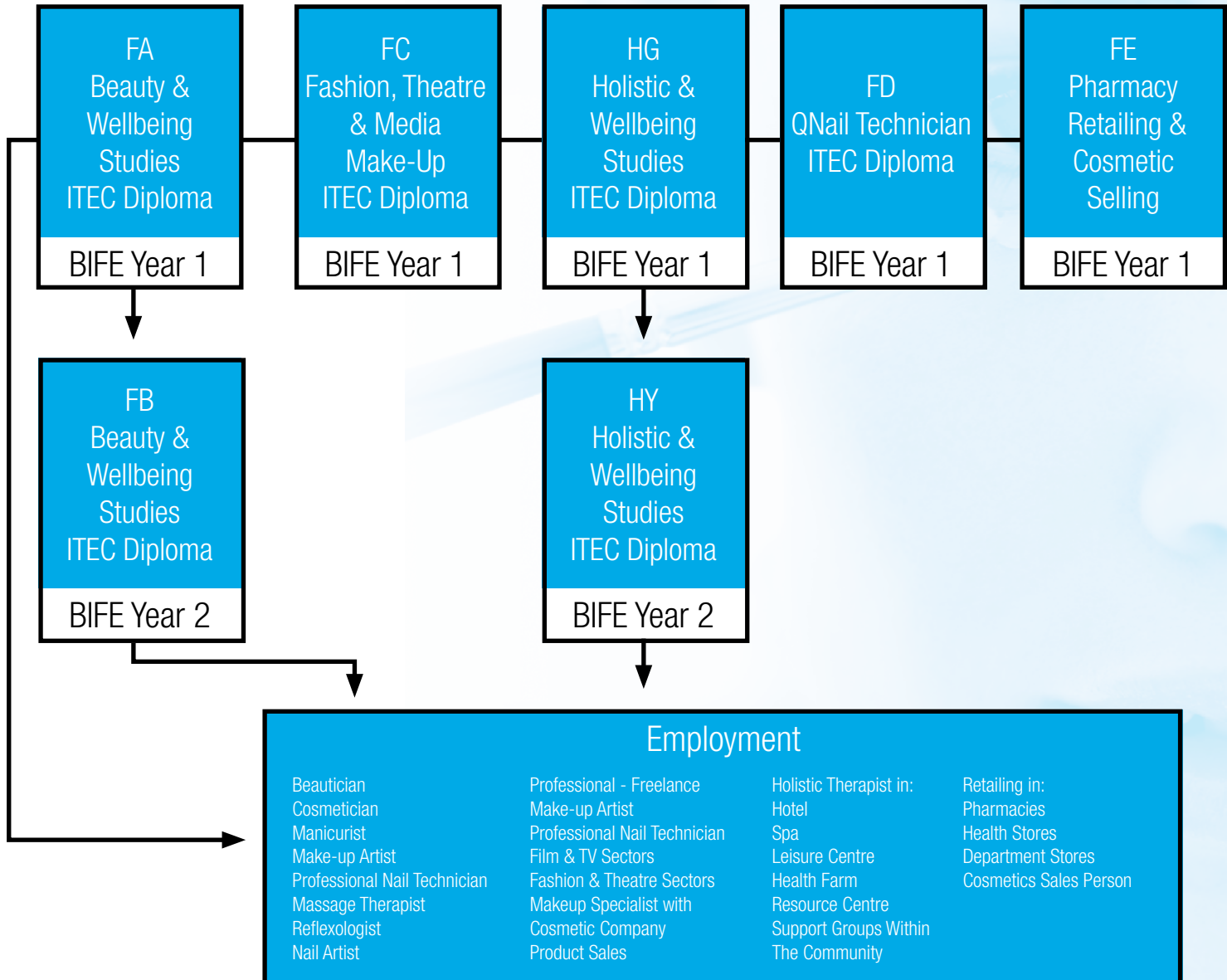
Career Opportunities

- Pharmacies
- Health Stores
- Department Stores
- Cosmetics Sales Person
- Care Assistant

Places are offered following a successful interview.

Garda vetting is a requirement. Learners must be Garda Vetted prior to attending work experience placement.

PROGRESSION ROUTE



Nursing / Midwifery Studies

**COURSE
CODE: HB**

Certification:

- QQI Level 5 Award in Nursing Studies (5M4349)
- First Aid and CPR (BIFE)
- Manual Handling and Patient Moving Techniques (BIFE)

Head of Department:
Sandra Kelly

Course Co-ordinator:
Emer Shortall

Duration:
One Year

QQI Level 5 Award



This course introduces the learner to the role of the nurse and midwife and provides an understanding of the knowledge and skills required to pursue a career in the nursing/midwifery profession. Practical elements and work experience enable the learner to gain hands on experience and a real insight into the caring profession. This award provides a link to Nursing / Midwifery Degree programmes in Ireland and the United Kingdom through the CAO and UCAS systems.

Programme of Study

- Anatomy & Physiology
- Nursing Theory and Practice
- Human Growth & Development
- Care Skills
- Infection Prevention and Control
- Communications
- Work Experience
- Maternity Support
- Mathematics (optional)
- Safety and Health at Work (optional)
- First Aid and CPR
- Manual Handling & Patient Moving Techniques (one day course)

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a distinction profile
- Full QQI Level 4 Award with a distinction profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Learners must be Garda vetted prior to work experience placement. Learners are required to source their own work placement.

Career Opportunities

- General Nursing
- Children & General Nursing (integrated)
- Intellectual Disability Nursing
- Mental Health Nursing
- Midwifery
- Health Care Assistant

Higher Education Progression*

Examples of relevant courses include:

- **UCD:**
General Nursing (DN450);
Children's and General Integrated (DN451);
Psychiatric Nursing (DN453);
Midwifery (DN452)
- **TCD:**
General Nursing (TR091&TR093);
Midwifery (TR913)
- **DCU:**
General Nursing (DC 215)
- **United Kingdom:**
Nursing Degrees through UCAS application.

Currently Nursing Degree Programmes are fully funded by the National Health Service for Higher Education in the UK.

PROFILE: Danielle Byrne



My time spent at BIFE was both exciting and challenging. The Nursing/ Midwifery Studies course has provided me with valuable skills and knowledge that will stay with me for the rest of my study and throughout my future career as a Nurse. Having not achieving sufficient points in my leaving certificate to study nursing at university, BIFE was an excellent alternative and I am glad that I had the opportunity to study here. After completing the course I got a place on the General and Children's Nursing Degree Programme in UCD.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Health Care Assistant

**COURSE
CODE: HH**

QQI Level 5 Award



Certification:

- QQI Level 5
- Award in Healthcare Support (5M4339)
- First Aid and CPR
- Manual Handling and Patient Moving Certificate

Successful completion of this course provides a recognised qualification necessary for working as a Health Care Assistant in a variety of settings, including hospitals, day and residential care and in the home. The course equips the carer with the knowledge and skills necessary to work in this rewarding role as a member of the care team. It is suitable for those wishing to embark on a career in caring and those already working in the sector who wish to gain a recognised qualification.

Programme of Study

- Care Skills
- Care Support
- Safety & Health at Work
- Communications
- Work Experience
- Infection Prevention and Control
- Care of the Older Person
- Palliative Care Support
- Manual Handling & Patient Moving Techniques (one day course)
- Maternity Support (optional, subject to availability)
- First Aid & CPR (one day course)

Components subject to change

Head of Department:
Sandra Kelly

Course Co-ordinator:
Emer Shortall

Duration:
One Year

PROFILE: Liz Golden



I found the Institute to be brilliant for mature students like myself. I found the teachers fantastic as they really pushed us to our limits in order to get the best from us. I am now a care assistant in the Beacon Hospital which was the position I hoped for as I had worked in nursing homes but wanted to make the move to hospitals. I feel that I owe my current position to the course in BIFE and the encouragement of my teachers. The confidence I gained through the course is what has gotten me to the position I am in.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Learners must be Garda vetted prior to work experience placement. Learners are required to source their own work placement.

Career Opportunities

- Hospitals
- Residential Care
- Maternity Care
- Home Care
- Hospice Care
- Community and Day-Care Centres

Higher Education Progression*

Examples of relevant courses include:

- **DIT:**
Pharmacy Technician Studies (DT425) Level 6
- **IT Blanchardstown:**
Applied Social Studies in Social Care (BN011)
- **IT Carlow:**
Physiology & Health Science (CW106) Level 6
Pharmacy Technician Studies (CW116) Level 6
- **Carlow College:**
Applied Social Studies in Social Care (PC404)
Citizenship & Community Studies (PC405)
- **St. Angela's College, Sligo:**
Health and Disability Studies (AS052)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: HD**

Certification:

- **QQI Level 5 Award in Early Childhood Care and Education (5M2009)**
- **First Aid (BIFE)**

Head of Department:
Sandra Kelly

Course Co-ordinator:
Fiona Bradshaw

Duration:
One Year

PROFILE: Ashra Dunne



I have done my level 5 in BIFE and I am in the middle of finishing my level 6.

Out of my level 5 I have got a job over the midterms in a hotel in a children's club. I found the course was great and there was always help when it was needed. After my level 6 I hope to move into full time work and when I leave BIFE I will have 2 years work experience which will help me a lot going out into the world of employment.

Early Childhood Care and Education

QQI Level 5 Award



This course investigates the development, learning and support required during the first 6 years of life. Successful learners are awarded a nationally and internationally recognised certificate in the theory and practice of Early Childhood Care and Education. The learner will gain knowledge, skills and the competence to work under supervision and independently in a range of Early Childhood Care and Education settings. This award provides a link to Early Childhood Care and Education Degree Programmes in Ireland through the CAO system. It can also be a stepping stone into our Level 6 Supervision in Early Childhood Education and Care programme.

Programme of Study

- Child Development
- Child Health and Well-Being
- Early Care and Education Practice
- Early Childhood Education and Play
- Work Experience
- Communications
- Creative Arts for Early Childhood
- Children with Additional Needs

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full FETAC Level 4 Award in the area of Childcare with a merit profile
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places are offered following a successful interview. Garda vetting is necessary prior to work experience placement.

Career Opportunities

- ECCE workers in Pre-Schools & Crèches,
- Classroom assistants,
- Special needs assistants,
- Nanny/Au pair

Higher Education Progression*

Examples of relevant courses include:

- **DIT:**
Early Childhood Care and Education (DT572)
 - **IT Carlow:**
Early Childhood Care and Education (CW748)
 - **UCC:**
Early Childhood Care and Education (CK111)
- Also**
- **BIFE:**
Early Childhood Care & Education (QQI Level 6)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Certification:

- QQI Level 6 Award
Early Childhood Care
and Education
(6M2007)

Head of Department:
Sandra Kelly

Course Co-ordinator:
Fiona Bradshaw

Duration:
One Year



I spent my first two years in BIFE studying Community and Health studies in conjunction with the Open University before moving on to the Supervision in Childcare course. I found the course to be great and I learned a lot. The tutors were extremely helpful. I am currently working towards my degree and gaining work experience through the placement I found through BIFE. I really enjoyed my time in BIFE and was very happy with the courses and their outcome.

Supervision in Early Childhood Care and Education

QQI Level 6 Award



On the successful completion of this award the learner will have acquired the knowledge, skills and competence to work as an autonomous practitioner. Skills acquired will provide the successful learner with the ability to lead and co-ordinate a team in the provision of Early Childhood Care and Education. Knowledge of how to create an environment which promotes the development of capable active learners in line with national standards will be gained. This award will provide learners with opportunities to transfer and progress to programmes leading to higher education and training awards. QQI Level 6 is an internationally recognised award which allows the learner to work abroad with their qualification.

Programme of Study

- Child Development
- Early Childhood Curriculum
- Childhood Social, Legal and Health Studies
- Personal and Professional Development
- Work Experience
- Supervision in Early Childhood Education
- The Philosophy of Early Childhood Education
- Business Administration

Components subject to change

Entry Requirements

- QQI Level 5 Award in Early Childhood Care and Education (5M2009)
- Other QQI Level 5 awards within the caring professions. It is recommended Child Development / Human Growth and Development components would be part of the level 5 award.

Places are offered after successful interview. Garda Vetting is necessary prior to work experience placement.

Career Opportunities

- Room leaders
- Supervisors
- Managerial posts
- Special Needs Assistants

Higher Education Progression*

In the past our learners have been accepted into year two of the following course:

- **DIT:**
Early Childhood Care and Education (DT572)
- **IT Carlow:**
Early Childhood Care and Education (CW748)
- **UCC:**
Early Childhood Care and Education (CK111)

**COURSE
CODE: HE**

Certification:

- **QQI Level 5 Award in Community Care (5M2786)**
- **First Aid**

Head of Department:
Sandra Kelly

Course Co-ordinator:
Keith Fitzsimmons

Duration:
One Year

PROFILE: Ciarán Carroll



had been out of education for a number of years so it was a challenging environment for me both academically and socially. I received fantastic support at all levels from the college. The Course Director, teachers and staff were all very helpful and accommodating. The college has a nice atmosphere about it so I never felt out of place. With the help of all concerned at BIFE I was successful in gaining a place on a Degree programme in Social Studies in Trinity College which I started in September 2015.

Social Studies and Community Care

QQI Level 5 Award



This course introduces learners to Social Studies and Social Care. It provides the academic foundation as well as the practical experience necessary for working in the social services or for those who wish to further their studies. Learners develop an awareness and understanding of the complexity of contemporary social issues, promoting equality of opportunity, respecting cultural diversity and valuing the individual are some of the issues which are addressed.

Programme of Study

- Social Studies
- Human Growth & Development
- Care Provision and Practice
- Equality & Disability
- Communications
- Addiction Studies
- Work Experience
- Safety & Health at Work

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a distinction profile
- Full QQI Level 4 Award with a distinction profile
- Mature Applicants - experience will be considered in lieu of formal qualifications

All places are offered following successful interview.

Career Opportunities

Working in Social care settings with client

- range from children to elderly

Working with Children & Young People

- Afterschool's
- Youthwork

Higher Education Progression*

Examples of relevant courses include:

- **DIT:**
Social Care (DT571)
- **Carlow College:**
Applied Social Studies in Social Care (PC404)
- **IT Tallaght:**
Social Care Practice (TA025)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Applied Psychology

QQI Level 5 Award



**COURSE
CODE: HL**

Certification:

- QQI Level 5 Award in Community Health Services (5M4468)

Head of Department:
Sandra Kelly

Course Co-ordinator:
Keith Fitzsimmons

Duration:
One Year

This one year course in Psychology is designed for those who have an interest in Psychology and aims to give participants an introduction to the core theories and methodologies of psychology and prepare them for further study at third level. In addition, this course lays the foundation for a wide variety of 'people-focused' careers in social research, environmental psychology, marketing and human resource management.

Programme of Study

- Human Growth and Development
- Psychology
- Addiction Studies
- Behavioural Studies
- Criminology
- Communications
- Work Experience
- Care Support

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full FETAC Level 4 award with a merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places offered following successful interview.

Career Opportunities

- Education
- The health professions
- Advertising & Marketing
- Research
- Social Services.
- Industry
- Management
- Human Resources
- Counselling

Higher Education Progression*

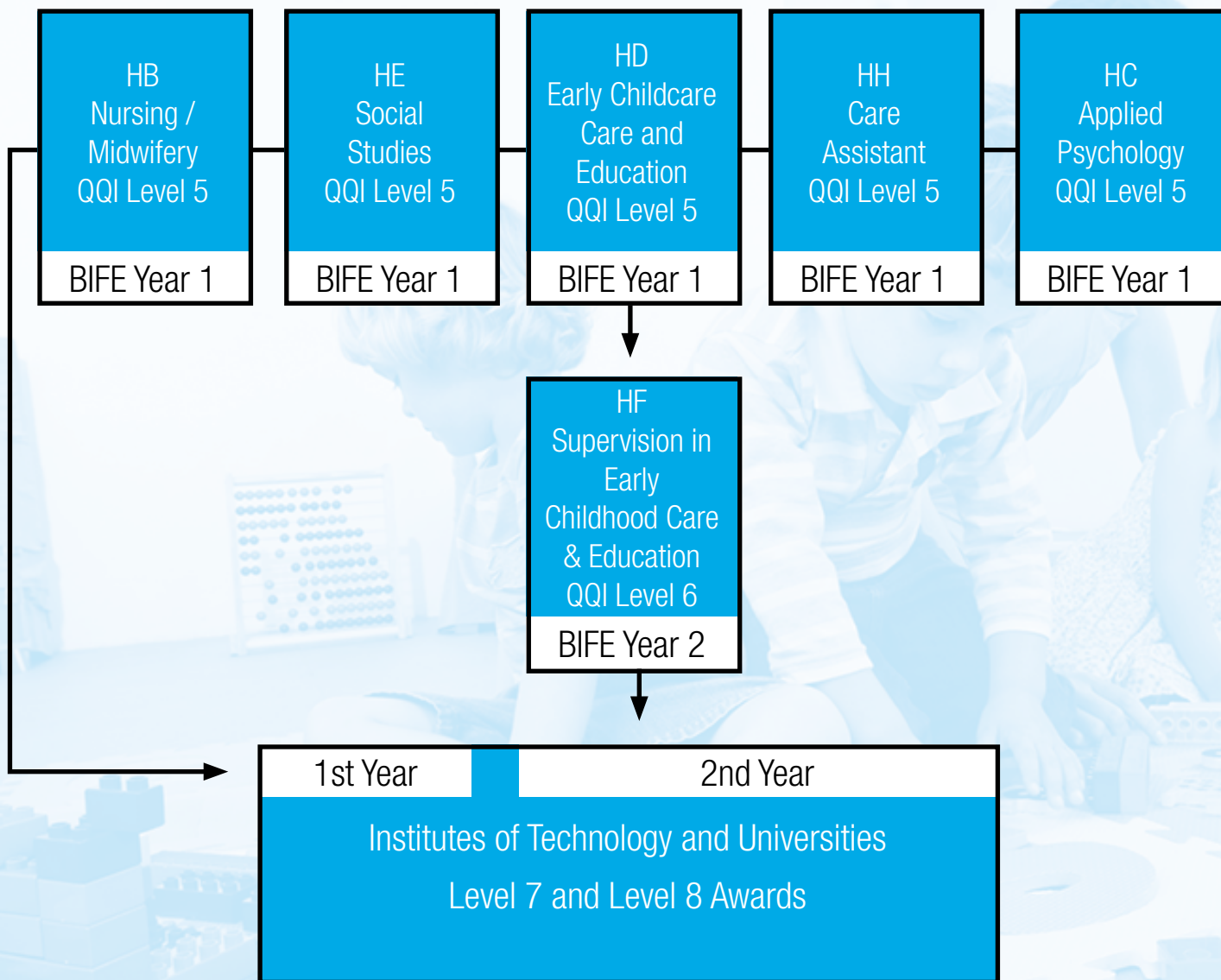
Examples of relevant courses include:

- **IADT, Dun Laoghaire:**
BSc (Hons) Applied Psychology (Level 8 PSI Accredited)
- **NUI Maynooth:**
BSc Social Science (Level 8)
- **Dublin Business School:**
BA (Hons) Business with Psychology (Level 8 PSI Accredited)
- **IT Blanchardstown**
BA Applied Social Studies in Social Care
- **Napier University, Edinburgh:**
BA (Hons) Psychology or BA (Hons) Psychology and Sociology. No tuition fees are charged to Irish undergraduates studying in Scotland.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*



PROGRESSION ROUTE



Animal Care

**COURSE
CODE: HA**

Certification:

- **QQI Level 5 Award in Applied Science – Animal Care (5M2768)**

Head of Department:
Paul Shortall

Course Co-ordinator:
Evelyn Dixon / Aoife McCann

Duration:
One Year

QQI Level 5 Award

This one-year course is designed for those who wish to pursue a career working with animals. The course covers a range of subjects which will encourage the learner to develop the knowledge and skills to competently handle a range of animals in a work environment. Work experience is an integral part of this course providing practical, hands on experience which will lead to a range of training and career prospects.



Programme of Study

- Animal Anatomy & Physiology
- Animal Grooming
- Animal Welfare
- Work Experience
- Communications
- Animal Behaviour
- Veterinary Assisting Skills
- Biology

Components subject to change

Entry Requirements

- Leaving Certificate to include Biology or Agricultural Science at ordinary level
- Leaving Certificate Applied with a distinction profile to include QQI Level 4 in Biology
- QQI Level 4 with a distinction profile to include Biology
- Mature learners – experience will be considered in lieu of formal qualifications

Higher Education Progression*

- **Dundalk IT:**
Veterinary Nursing (DK784)
 - **Letterkenny IT:**
Veterinary Nursing (LY847)
- Also**
- **BIFE:**
Animal Science - QQI Level 6 (6M5153)

Places are offered following successful interview. Learners are required to source their own work experience.

Career Opportunities

- Veterinary Clinics
- Cattery/Dog Kennels
- Animal Sanctuaries
- Self-Employment
- Dog Grooming
- Education
- Petshops

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Jennifer Ryan & Karen Hibbard



BIFE enabled us to experience many different aspects of animal care through field-trips, guest speakers/tutors and work experience so that, by the end of the course, we had reached a decision as to what area of animal care we wanted to move into. Both Jen and I graduated with distinction and opened our own business in dog grooming the same year. We are now in our 6th year of operation and credit BIFE with enabling us to believe that we could achieve more and reach for higher. We would definitely recommend BIFE to students young and old.

Animal Care & Management

**COURSE
CODE: HI**

Certification:

- QQI Level 5 Award in Applied Science – Animal Care (5M2768)
- City & Guilds Certificate in Animal Management (0074-03)

Head of Department:
Paul Shortall

Course Co-ordinator:
Hilda Harty

Duration:
One Year

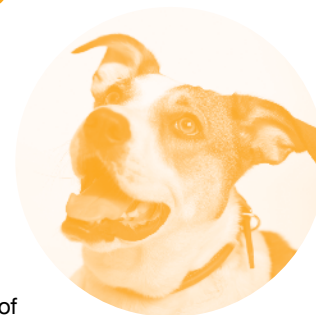
PROFILE: Tamara Finn



I enrolled in BIFE as a mature student. I had decided to change my career path and that I needed to be working with animals. When I began work experience in a veterinary clinic, I realised that Veterinary Nursing would be an ideal vocation for me. I applied and was offered a place in Veterinary nursing in Athlone IT. I am very grateful to all the tutors in BIFE for their support and encouragement. All the subjects taught are relevant to the degree I am doing now, so I have entered first year in College somewhat more knowledgeable than my peers. I can't recommend BIFE highly enough.

QQI Level 5 & CITY & GUILDS Awards

This one-year course is one of the few courses of its kind in Ireland. It offers a broad range of subjects relating to animal care and husbandry. The learner studies for the QQI Animal Care award and a City & Guilds Certificate in Animal Management. These awards will enable learners to pursue a career in the animal care industry both at home and abroad. Work Experience is an integral part of this course providing practical, hands-on experience which will lead to a range of training and career prospects.



Programme of Study

QQI

- Animal Anatomy & Physiology
- Biology
- Animal Welfare
- Work Experience
- Communications
- Animal Grooming
- Information and Communication Systems

- Veterinary Assisting Skills
- Mathematics

CITY & GUILDS

- Understand and Promote Animal Health
- Manage Animal Accommodation
- Plan and Monitor Animal Feeding

Components subject to change

Entry Requirements

- Leaving Certificate with two subjects at higher level, one of which must be Biology
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Learners are required to source their own work experience.

Career Opportunities

- Veterinary Clinics
- Animal Sanctuaries
- Dog Grooming
- Petshops
- Cattery/Dog Kennels
- Self-Employment
- Education

Higher Education Progression*

Examples of relevant courses include:

- **UCD:**
Veterinary Nursing (DN310)
- **Dundalk IT:**
Veterinary Nursing (DK784)
- **Athlone IT:**
Veterinary Nursing (AL731)
- **Letterkenny IT:**
Veterinary Nursing (LY847)
- **Universities in Great Britain & Northern Ireland**

Also

- **BIFE:**
Animal Science - QQI Level 6 (6M5153)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Animal Science Advanced

**COURSE
CODE: HJ**

Certification:

- QQI Level 6 Award in Animal Science – Animal Care (6M5153)
- City & Guilds Award in Animal Management Level 5 equivalence on the NFQ

Head of Department:
Paul Shortall

Course Co-ordinator:
Hilda Harty

Duration:
One Year

PROFILE: Sarah Kennedy



My name is Sarah and I am currently studying Veterinary Nursing in UCD. On average four students throughout Ireland gain entry to the Veterinary Nursing course in UCD through QQI entry. This year, I was lucky enough to be chosen as one of them. I honestly do not feel that I could have achieved this without my time spent studying in BIFE. In BIFE I studied Animal Care, QQI Level 5, in 2013 followed by Animal Science, QQI Level 6, in 2014. The teachers and learning structure of these courses and BIFE in general pushed me to achieve higher than I had imagined, giving me the motivation to further pursue my dream career in Veterinary Nursing.

QQI Level 6 Award

This one year course is uniquely designed for those who wish to progress to a career in animal care at a supervisory level. It offers a broad range of subjects to encourage learners to explore different aspects of animal care and husbandry for both companion and exotic animals. The learner has the opportunity to seek work experience in a variety of settings. The learner will study towards a QQI award in Animal Science at Level 6. They may also achieve a City & Guilds Certificate/Subsidiary Diploma in Animal Management.



Programme of Study

QQI

- Animal Science & Health
- Wildlife Management
- Animal Grooming
- Canine Obedience and Training
- Kennel and Cattery Management
- Work Experience
- Animal Behaviour

- Customer Service

CITY & GUILDS

- Understand Animal Welfare and Breed Development
- Work Experience
- Zoological Animal Health

Components subject to change

Entry Requirements

- QQI Level 5 Award in Animal Care with three distinctions.
- Mature learners – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Veterinary Clinics
- Cattery/Dog Kennels
- Animal Sanctuaries
- Self-Employment
- Dog Grooming
- Education
- Petshops

Higher Education Progression*

Learners may be eligible to progress to selected higher education courses in Ireland through the Higher Education Links Scheme (HELs) and in Britain.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Science – Pre-University

**COURSE
CODE: HK**

Certification:

- QQI Level 5 Award in Laboratory Techniques (5M3807)

Head of Department:
Paul Shortall

Course Co-ordinator:
Claire McQuade

Duration:
One Year

PROFILE: Asia Jordan



Hi, my name is Asia. I studied Pre-University Science in BIFE last year (2014/15). I only had studied Biology at Leaving Certificate Level and not Chemistry and Physics. I really enjoyed studying in BIFE, I made lifelong friends, had a great experience and had far more confidence going into University. BIFE has opened doors for me and my future, I am now studying general science in UCD. So far my first year has been made that little bit easier having studied science in BIFE. I couldn't be happier.

QQI Level 5 Award

The purpose of the course is to prepare learners for entry to first year of a degree course in science or a science-related field in a Higher Education Institution. The course is designed in particular for learners who may not have studied science previously and has a large emphasis on both theoretical knowledge and practical skills necessary in Science.



Programme of Study

- Anatomy & Physiology
- Biology
- Physics
- Laboratory Skills
- Chemistry
- Mathematics
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent with a science subject
- Leaving Certificate Applied with a distinction profile to include QQI Level 4 Biology
- Full QQI Level 4 with a distinction profile and with a science subject
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Applicants should have good basic literacy and mathematical skills.

Career Opportunities

- Pharmaceutical research
- Laboratory Technicians
- Clinical trial monitoring
- Medical research

Higher Education Progression*

- **UCD:**
Science (DN250)
Animal Science-Equine (DN251)
Forestry (DN271)
Dairy Business (DN252)
Agricultural Science (DN250)
Food Science (DN261)
- **DIT:**
Science (DT271)
Bio-Science (DT259)
Food Innovation (DT421)
- **TCD:**
Science (TR071)
- **DCU:**
Physics with Astronomy (DC167)
Applied Physics (DC171)
Science Common Entry (DC201)
Genetics and Cell Biology (DC168)
Chemical and Pharmaceutical Sciences (DC162)
Sport Science and Health (DC202)
- **UCC:**
Chemical Sciences (CK406)
Biological and Chemical Sciences (CK402)
Genetics (CK405)
Food Science (CK505)
Nutritional Science (CK504)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Forensics - Applied Science

**COURSE
CODE: HS**

Certification:

- QQI Level 5 Award in Laboratory Techniques (5M3807)

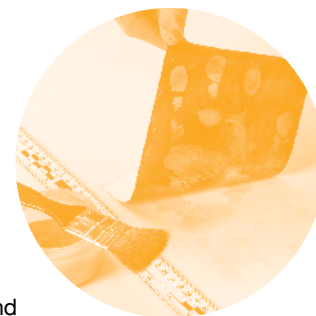
Head of Department:
Paul Shortall

Course Co-ordinator:
Claire McQuade

Duration:
One Year

QQI Level 5 Award

This course will provide participants with a broad knowledge of the core sciences and an understanding of the Irish legal system. Participants will develop useful skills through hands on laboratory work as well as an appreciation of the concepts particular to forensics. Students will also develop skills in problem solving organization, team work, effective communication and the use of technology. These skills are relevant to a wide variety of industries and professions including in an Garda Siochana, the Defense Forces, State Laboratory and the forensic science laboratory.



Programme of Study

- Forensics
- Microbiology
- Criminal Law
- Criminology
- Biology
- Laboratory Skills
- Chemistry
- Mathematics
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent with a science subject
- Leaving Certificate Applied with a distinction profile to include QQI level 4 Biology
- Full QQI Level 4 with a distinction profile and with a science subject
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Applicants should have good basic literacy and mathematical skills

Career Opportunities

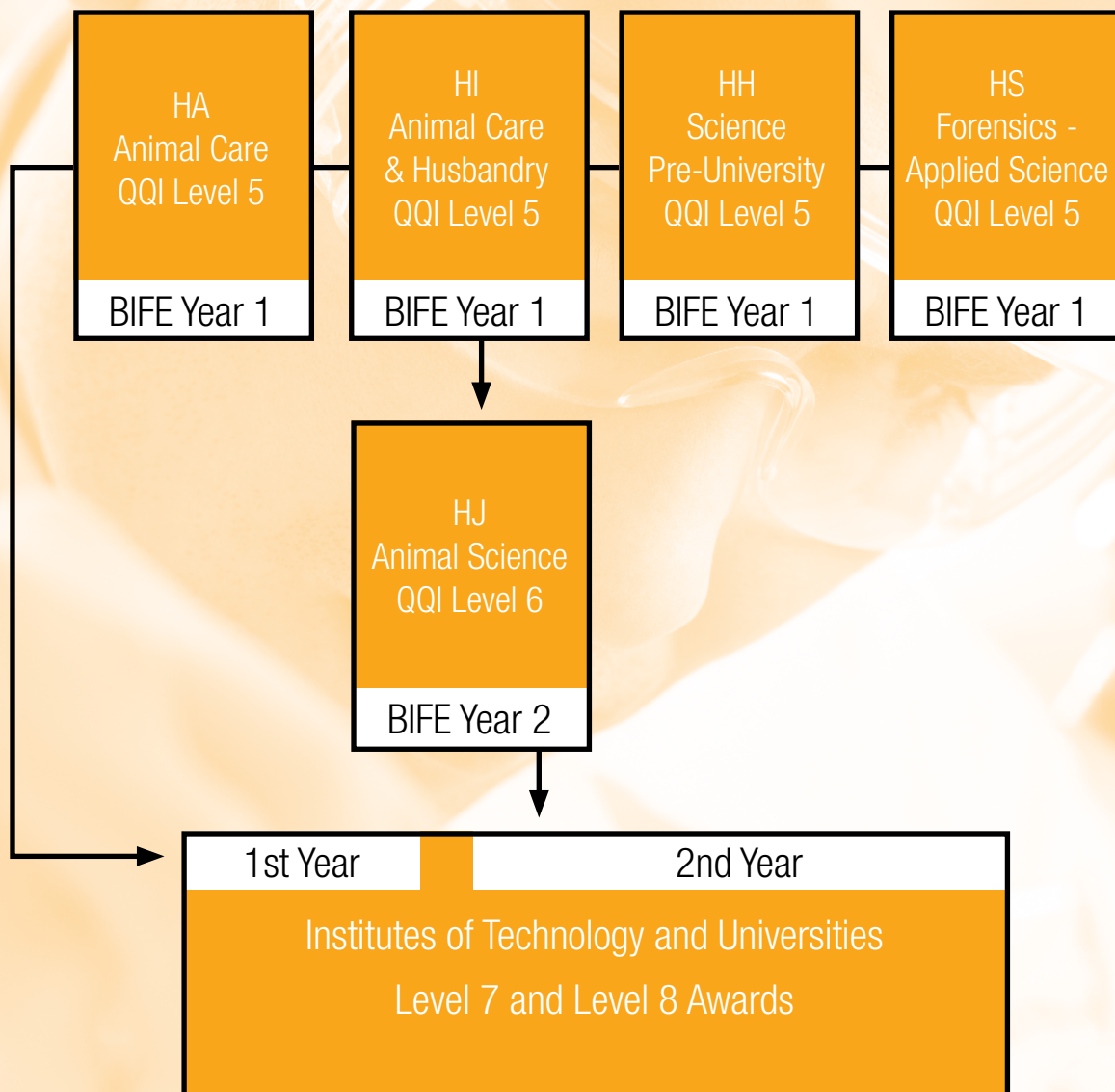
- Pharmaceutical research
- Laboratory Technicians
- Clinical trial monitoring
- Medical research
- Chemical Engineering
- Biochemical Engineering
- Biotechnology

Higher Education Progression*

- **UCD:**
Science (DN250);
Animal Science-Equine (DN251);
Forestry (DN271);
Food Science (DN261)
- **DIT:**
Science (DT271);
Bio-Science (DT259)
Forensic & Environmental Chemistry (DT203)
- **TCD:**
Science (TR071)
- **UCC:**
Chemistry with Forensic Science (CK402)
Criminology (CK113)
- **ITT:**
DNA and Forensic Analysis (TA326)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROGRESSION ROUTE



COURSE CODE: EB

Certification:

- QQI Level 5 Award in Sport & Recreation (5M5146)
- ITEC Diploma in Gym Instruction (66/665/9)
- Life Guard certificate (RLSS)
- ITEC Certificate in Exercise to music

Head of Department:
Charlie Batt

Course Co-ordinator:
Charles Batt

Duration:
One Year

PROFILE: Robert Dunbar



I had a great year at BIFE and I also was awarded the student of the year. This was one of the proudest moments in my life as it was a great reward for my year of hard work and it just shows that an average student can achieve great things when they are in a great educational establishment.

Fitness Professional & Gym Instruction

QQI Level 5 & ITEC Awards



This course will provide an initial look into the world of Fitness Instruction, Sports Management and Sports Education. Learners will be prepared for work in Sports Complexes, Leisure Centres, Health Clubs and Fitness Training through an integrated syllabus involving the theoretical knowledge of physical fitness and exercise, practical participation, administration and management techniques and various coaching skills. Learners will also be placed in a working environment as well as going on trips to different facilities within the Leisure Industry.

Programme of Study

QQI

- Sport and Recreation Studies
- Exercise and Fitness
- Nutrition
- Leisure Facilities Administration
- Communications
- Work Experience
- Safety and Health at Work
- Kinesiology
- Leisure Facility Operations

ITEC

- Unit 400 Anatomy and Physiology for Exercise
- Unit 401 Health, Safety and Welfare in a Fitness Environment
- Unit 402 Principles of Exercise, Fitness and Health
- Unit 403 Know how to Support Clients who Take Part in Exercise and Physical Activity
- Unit 404 Planning gym-based exercise
- Unit 405 Instructing gym-based exercise
- Unit 406 Planning Group Exercise to Music
- Unit 407 Instructing Group Exercise to Music

Royal Life Saving Society

- Life Guarding

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent to include a Science subject (eg. Biology, Home Economics)
- Leaving Cert. Applied with a merit profile to include a Science subject
- Full QQI Level 4 with a merit profile to include a Science subject
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Applicants will be requested to complete a personal statement for submission at interview. Garda vetting is necessary prior to work experience placement.

Career Opportunities

- Gym Instructor
- Sports Coach
- Lifeguard
- Aerobic Instruction

Higher Education Progression*

- **Carlow IT:**
Bachelor of Arts in Sport & Exercise (CW817);
Physiology and Health Science (CW106);
Sports rehabilitation and Athletic Therapy (CW188);
Sports Science (CW178);
Strength and Conditioning (CW198)
- **IT Blanchardstown:**
Sports Management and Coaching (BN111)
- **IT Letterkenny:**
Sports Coaching & Performance (LY228)
- **UCC:**
Sports Studies & Physical Education (CK116)
- **Waterford IT:**
BSC in Sports Coaching (WD186);
BSC in Exercise and Fitness (WD125)

Also

- **BIFE:**
Professional Trainer and Leisure Management

*Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie

COURSE CODE: EC

Certification:

- QQI level 6 award in Leisure Management (6M4749)
- ITEC diploma in Personal Training (QAN 601/1894/5) and instructing strength and conditioning sessions

Head of Department:
Charlie Batt

Course Co-ordinator:
Jen Campbell

Duration:
One Year

PROFILE: Hugh Douglas



The Personal Trainer and Leisure Management course gives a unique blend of exercise, fitness and physical health with the focus on allowing the student to develop their knowledge in the leisure industry. I find that the course will give you the correct skills to further your association in sports management and sports education. Very Enjoyable. Hugh currently plays League of Ireland Football with Bray Wanderers and was voted Young Player of the Year and Senior Player of the Year for 2015 by Bray Wanderers Supporters Club

Personal Trainer & Leisure Management

QQI Level 6 & ITEC Awards



This course will provide a more in-depth look at sports management and exercise education. Physical Education and the Fitness Industry continues to be one of the largest growing industries in Ireland. The course is designed for learners to achieve a higher level of certification for employment or to continue on to higher education at a more advanced level.

Programme of Study

QQI

- Leisure Facility Operations
- Safety Management
- Work Experience
- Team leadership
- Training Delivery & Evaluation
- Sports Psychology
- Customer service

ITEC Exercise to music

- Unit 406 Planning group exercise to music
- Unit 407 Instructing group exercise to music

ITEC Personal Trainer

- Unit 412 Applying the principles of nutrition to a physical activity programme
- Unit 413 Anatomy and Physiology for Exercise and Health
- Unit 414 Programming personal training with clients
- Unit 415 Delivering personal training sessions

ITEC Instructing Strength and Conditioning Sessions

- Unit 461 Planning a Strength and Conditioning Session
- Unit 462 Instructing a Strength and Conditioning Session

Components subject to change

Entry Requirements

- Full QQI Level 5 Sports Related Award
- ITEC gym instruction diploma
- Full QQI Level 5 Award with ITEC gym instruction diploma
- Mature Applicants with Industry Experience

Places are offered following successful interview.

Garda vetting is necessary prior to work experience placement.

Career Opportunities

- Sports Development
- Officer Gym Instructor
- Personal Trainer
- Sports Centre Management

Higher Education Progression*

- **Carlow IT:**
Bachelor of Arts in Sport & Exercise (CW817);
Physiology and Health Science (CW106);
Sports Rehabilitation and Athletic Therapy (CW188);
Sports Science (CW178);
Strength and Conditioning (CW198)
- **IT Blanchardstown:**
Sports Management and Coaching (BN111)
- **Letterkenny:**
Sports Coaching and Performance (LY228)
- **UCC:**
Sports Studies and Physical Education (CK116)
- **Waterford IT:**
BSC in Sports Coaching (WD186);
BSC in Exercise and Fitness (WD125)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Outdoor Sport & Recreation

**COURSE
CODE: EF**

Certification:

- QQI Level 5 Award in Outdoor Recreation (5M5148)
- Mountain Skills Certificate (BOS)
- Kayak Level 3 (ICU)
- First Aid Certificate

Head of Department:
Charlie Batt

Course Co-ordinator:
Keith Fitzsimmons

Duration:
One Year

QQI Level 5 Award

This course is designed for those who would like to gain employment in the adventure sector of the tourism and leisure industry. It contains a large practical outdoor element which may take place at a number of locations. Highly motivated Learners may gain National Governing Body Awards as part of the course.



Programme of Study

- Outdoor Recreation
- Outdoor Leadership & Safety Communications
- Work Experience
- Safety & Health at Work
- Hillwalking
- Adventure Activities
- Kayak Skills
- Orienteering

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied
- Full QQI Level 4 Award
- Mature Applicants – experience will be considered in lieu of formal qualifications

All places are offered following successful interview. Garda vetting is necessary prior to work experience placement. Students must have a proven commitment to sport.

Career Opportunities

- Outdoor centres
- Summer camps in the Outdoor Education Centres
- Youth work
- Residential Centres

Higher Education Progression*

- **IT Blanchardstown:**
Sport Management & Coaching (BN111)
- **IT Letterkenny:**
Sports Coaching & Performance (LY228)
- **GMIT:**
BA Outdoor Education & Leisure (GA870)
- **BIFE:**
Personal Trainer & Leisure Management QQI level 6 (6M4749)

PROFILE: Anna Bakiewicz



The Outdoor Recreation Course has opened up a new world of possibilities for me. The training, which is delivered in an exciting, safe and, above all, fun manner, is giving me the skills I need to turn my former hobbies into a career. It is the beginning of my next adventure.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Soccer & Gym Instruction

QQI Level 5 & ITEC Awards



COURSE CODE: ED

Certification:

- FAI Kickstart One & Two certificate in Soccer Coaching
- FAI Refereeing Badge
- QQI Level 5 Award in Sport & Recreation (5M5146) awarded by QQI
- ITEC Diploma level 5 equivalence on the NFAQ in Gym Instruction

Head of Department:
Charlie Batt

Course Co-ordinator:
Charlie Batt

Duration:
One Year

The course is designed to prepare both male and female learners for life as a learner athlete. Existing soccer skills will be improved and applicants will also be introduced to a broad range of general coaching skills. Learners that reach the required academic and football standard will have the opportunity to travel to the USA to participate in a tournament in Phoenix Arizona to be considered for a soccer scholarship.

Programme of Study

QQI

- Sport and Recreation Studies
- Exercise and Fitness Nutrition
- Leisure Facilities Administration
- Communications
- Work Experience
- Soccer Coaching;
- Gaelic Football Coaching
- Kick Start 1; Kick Start 2
- FAI Referees Badge
- First Aid

ITEC

- Unit 400 Anatomy and Physiology for Exercise
- Unit 401 Health, Safety and Welfare in a Fitness Environment
- Unit 402 Principles of Exercise, Fitness and Health
- Unit 403 Know how to Support Clients who Take Part in Exercise and Physical Activity
- Unit 404 Planning gym-based exercise
- Unit 405 Instructing gym-based exercise

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent to include a Science subject (eg. Biology, Home Economics)
- Leaving Cert. Applied with a merit profile to include a Science subject
- Full QQI Level 4 with a merit profile to include a Science subject
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview and successfully passing a soccer skills trial. Applicants should also have a record of achievement in football. Applicants will be requested to complete a personal statement for submission at interview. Garda vetting is necessary prior to work experience placement.

Career Opportunities

- Soccer Coach
- Gym Instructor

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Higher Education Progression*

- **Carlow IT:**
Bachelor of Arts in Sport & Exercise (CW817);
Physiology and Health Science (CW106);
Sports Rehabilitation and Athletic Therapy (CW188);
Sports Science (CW178);
Strength and conditioning (CW198)
- **IT Blanchardstown:**
Sport Management & Coaching (BN111)
- **IT Letterkenny:**
Sports Coaching & Performance (LY228)
- **UCC:**
Sports Studies and Physical Education (CK116)
- **Waterford IT:**
BSC in Sports Coaching (WD186);
BSC in Exercise and Fitness (WD125)

PROFILE: Ian Fowler



The help I received to help me attain this course in Soccer Studies & Gym Instruction was immense. I cannot praise the course or all the tutors enough. On the back of this education and several contacts made from the courses, I have opened up my own business IPK Goal Keeping Academy which has always been my passion. It is now a highly successful business and that is testament to the education, support and help from BIFE

Security Studies

QQI Level 5 Award



COURSE CODE: EE

Certification:

- QQI Level 5 Award in Security Studies (5M2110)
- Door Licence Certificate (PSA)
- Retail Licence Certificate (PSA)
- Self Defence Certificate (FMA)
- Crisis Prevention (CPI)
- First Aid (BIFE)

This course is designed to prepare learners for employment in the security industry. The course material provides an introduction to the relevant areas of the industry in Ireland. An integral part of the course is the work placement, giving learners on-the-job experience. This course can be a valuable addition to those who may apply to join An Garda Síochána, the Defence Forces or the Prison Services. It has been designed to meet the needs of the security industry. Under the Private Security Services Act 2004 all security personnel are required to register and obtain a licence. Learners who pass Basic Guarding, Security Industry Awareness and Door Security Procedures may apply for a Security licence under the Private Security Services Act 2004.

Head of Department:
Charlie Batt

Course Co-ordinator:
Charlie Batt

Duration:
One Year

Programme of Study

QQI

- Legal Practice and Procedures
- Security Industry Procedures
- Safety and Health at Work
- Work Experience
- Door Security Procedures
- Crisis Prevention
- Guarding Skills
- Communications
- First Aid
- Customer Service
- Conflict Resolution
- Self Defence

Components subject to change

PROFILE: Foin Kenny



Going to BIFE was the best thing I ever did. I learned all the skills needed to work in security in these hard times. The help and support I got from the teachers at BIFE was second to none. I was long term unemployed. Now I enjoy the dignity of a full time job. I highly recommend it. Thanks to all at BIFE.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with merit profile
- Full QQI Level 4 Award with merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview. Garda vetting is necessary prior to work experience placement.

Career Opportunities

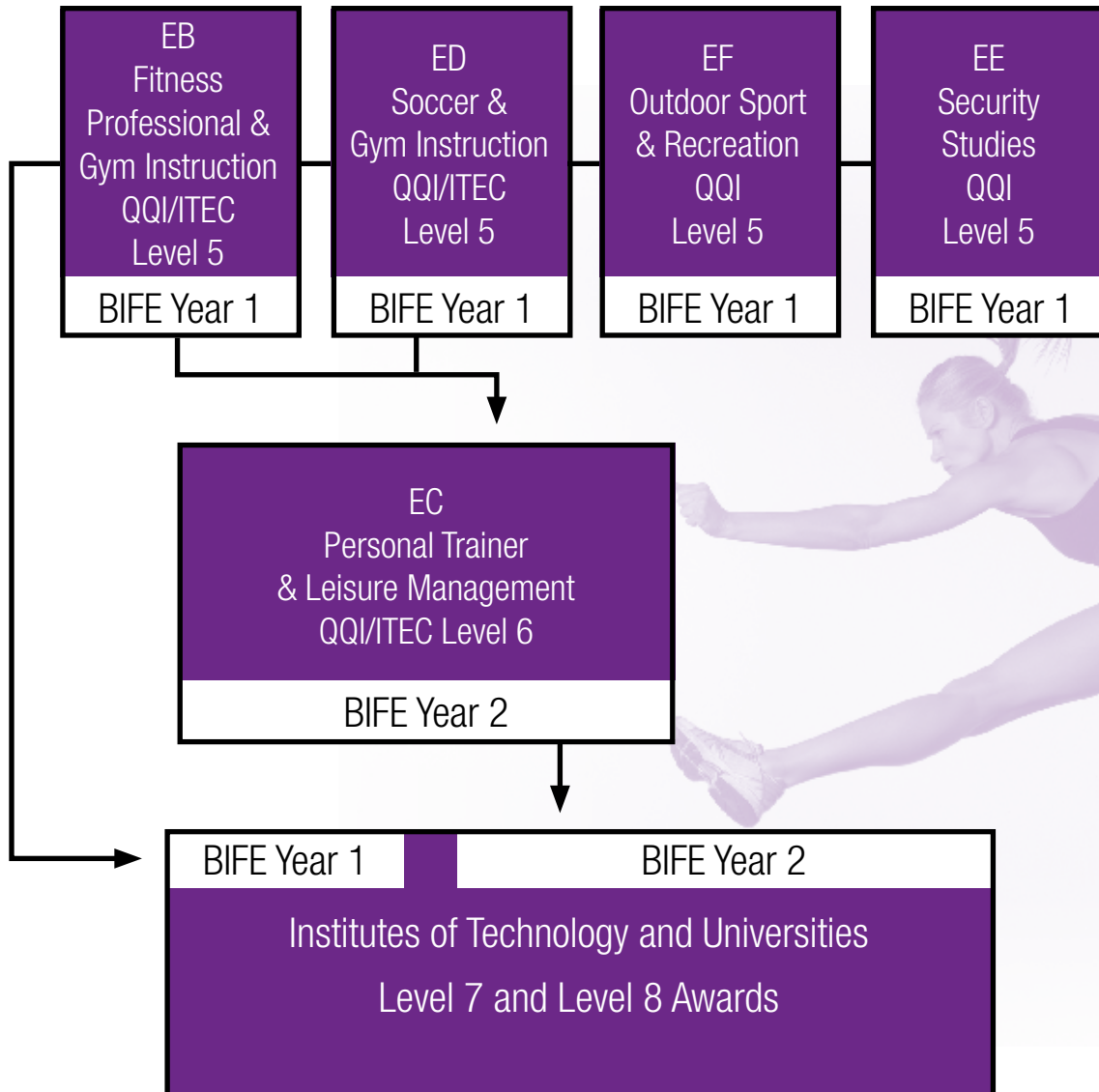
- Gardaí
- Armed Forces
- Prison Service
- Door Security
- Retail Security

Higher Education Progression*

- **Shannon College:**
Business Studies Honours Degree (SN001)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROGRESSION ROUTE



**COURSE
CODE: JA**

Certification:

- **QQI (FETAC) Level 5 Award in Business Studies (5M2102)**

Head of Department:

Paddy McNulty

Course Co-ordinator:

Sarah King

Duration:

One Year

PROFILE: Emmet Kehoe



I completed a level 5 business management course in BIFE in which I learnt about all the elements to running a business from book keeping to writing up your own business plan. I am now studying Business and Enterprise Management in IADT in Dun Laoghaire. Since I have started here I have been class rep for 3 years in a row, I represented my college in the national finals of the CIMA Global Business Challenge. I am Enterprise ambassador in the college and I am now Chairman of the Enterprise Society. All this could not have been possible without the help of BIFE during my one year study there and for that I say thank you.

Business Management & Administration

QQI Level 5 Award



This course combines Business theory modules and a range of practical modules with an emphasis on Marketing and Enterprise. It meets the increasing demand from employers for qualified workers who are proficient in business and computer skills. Learners complete work experience placements in the business area. Guest speakers from the business sector may visit the Institute.

Programme of Study

- Business Administration Skills
- Entrepreneurial Skills
- Marketing Practice
- Work Experience
- Communications
- Statistics
- Customer Service
- I.T. Skills and Computer Applications

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent.
- Leaving Certificate Applied
- Full FETAC/QQI Level 4 Award
- Mature Applicants.
- Places are offered following a successful interview.

Career Opportunities

- Employment within the Business, Finance, Administration and Marketing sectors.
- Progression to QQI (FETAC) Level 6 course in Management at BIFE.
- Progression to 3rd level courses through the Higher Education Links Scheme (HELs).

Higher Education Progression*

Links to a wide range of courses including:

- **DCU:**
(DC111, DC115, DC230, DC240, DC117)
- **DIT:**
(DT104, DT110, DT303, DT315, DT324, DT341, DT343 and many other Courses)
- **IT Blanchardstown:**
(BN101, BN103, BN110, BN111, BN114)
- **IT Sligo:**
(SG146)
- **IT Tallaght:**
(TA023, TA102, TA103, TA111 and many other Courses)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: JC**

Certification:

- **QQI (FETAC) Level 6
Award in Management
(6M4587)**

Head of Department:

Paddy McNulty

Course Co-ordinator:

Paddy McNulty

Duration:

One Year

PROFILE: Alison Duff



Choosing the Advanced Management FETAC Level 6 course at BIFE was one of the best decisions I have ever made. I had completed a FETAC Level 5 course in Business and was determined to progress to the next level with the hope of realising a lifelong dream to attend college and obtain my degree. I came across the Institutes prospectus online and was amazed at the choice of courses now available to me. I cannot stress enough how beneficial it has been for me to attend the course in BIFE. Everything that was covered in the classes has been of huge benefit to me here at college and made the transition almost seamless for me.

Management - Advanced Certificate

QQI Level 6 Award



This course enables learners to develop their academic, practical and analytical skills in the business area. The course consists of academic study, practical workshops, field study visits and a range of assignments. Graduates may proceed to employment, third level study or set up their own businesses. Guest speakers from the business sector visit the Institute and learners attend business presentations and seminars.

Programme of Study

- Business Management
- Consultative Selling
- Finance
- Personal and Professional Development
- Entrepreneurship
- Communications
- Customer Service
- Human Resource Management

Components subject to change

Entry Requirements

- Full QQI (FETAC) Level 5 award or equivalent.
- Mature Applicants and those with industry skills or other qualifications.
- Places will be offered following a successful interview.

Career Opportunities

- Graduates may progress into employment in a range of occupations in the business sector, including Finance, Administration, Customer Service and Marketing. Graduates may set up their own Business Enterprise and there is a strong emphasis on Entrepreneurship within this course. Many recent graduates have progressed onto third level study where they may gain entry to 2nd year of certain degree courses.
- Progression to 3rd level courses.

Higher Education Progression*

Links to a wide range of courses including through the higher Education Links Scheme (HELS):

- **IT Blanchardstown:**
(BN111, BN114)
- **Letterkenny IT:**
(LY118)
- **NUI Maynooth:**
(MH101, MH108, MH401, MH403, MH404, MH407, MH901, MU001, MU002)

Direct entry links:

Progression to 2nd year of various third level Courses including courses at DIT, IADT and IT Tallaght may also be available to JC Graduates. Students may complete a direct entry application form to the College and places are allocated subject to Interview and results at QQI/FETAC Level 6.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Accounting Technician

ATI Level 6 Award



The Institute of Accounting Technicians Ireland is the leading accounting technician body in Ireland with over 10,000 members. The ATI qualification is internationally recognised and graduates are qualified to work in the accounting profession in Ireland or abroad. The Institute has achieved a high success rate in these exams. The ATI offers extensive learner support and advice. In recent years BIFE learners have achieved some of the highest grades in the country in the ATI examinations. In the 2015 Exams Sandra Colgan achieved 2nd place and Niamh Heaney achieved 3rd place overall in Ireland in the 1st year ATI exams. Many other previous students have performed highly in the ATI Exam National Rankings. In recent years many BIFE students have progressed to Third level study with 5 of the 2014 Graduates gaining direct entry to Year 3 of the Finance Degree at IT Tallaght.

COURSE

CODE: JD (Year 1)
JE (Year 2)

Certification:

- Accounting Technicians Ireland (ATI) Level 6 Award

Head of Department:

Paddy McNulty

Course Co-ordinator:

Ruadhán Duggan

Duration:

Two Years

Programme of Study

Year 1

- Law & Ethics
- Business Management
- Financial Accounting I
- Taxation I

Year 2

- Advanced Financial Accounting
- Advanced Taxation
- Integrated Accounting Systems
- Management Accounting

Components subject to change

Entry Requirements

- Leaving Certificate. Learners should have passed the Leaving Certificate or equivalent with pass grades in 5 ordinary level subjects (including English and either Maths or Accountancy).
- Leaving Certificate Applied Students should contact the ATI (01-6498180)
- Applications will be considered from mature learners who do not meet these requirements. Places will be offered following a successful interview.

Career Opportunities

- Further Professional Study. Graduates of this course can progress to higher Accountancy professional qualification including Chartered Accountants Ireland, Association of Chartered Certified Accountants (ACCA), Association of Tax Technicians, Chartered Institute of

Management Accountants (CIMA), Institute of Certified Public Accountants in Ireland (CPA), Institute of Incorporated Public Accountants (IIPA).

- Accounting Practice
- Financial Services
- Taxation
- Accounting positions in both Private & Public Sectors.

Higher Education Progression*

- IT Tallaght (ITT):** Bachelor of Business in Accounting, Bachelor of Business in Financial Services and Investment Analysis.
- Athlone IT:** BA in Accounting
- Waterford IT:** BA in Accounting.
- Cork Institute of Technology (CIT):** Bachelor of Business in Accounting.
- UK Universities:** Swansea Metropolitan University: BA in Accounting, BA in Business Studies

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Sandra Colgan



As a mature student and mum it was a big decision to return to full-time education after years in industry, but from the start I found the team at BIFE helpful and welcoming. The class sizes are small so you get to know everyone and make new friends. The teachers are really excellent and prepared us well for the ATI exams. Early in the year they gave us some good advice; to get into a study routine, use the library resource and form study groups to help and support each other. So my classmate Niamh and I started studying and revising together, practising past paper questions - it was definitely a case of "two heads are better than one". I have really enjoyed studying at BIFE and am thrilled with our 1st year ATI results - all the hard work paid off. First year flew by and I am looking forward to my second year in BIFE - and hopefully college after that! They say "education opens doors" and I couldn't recommend BIFE highly enough to school leavers and mature students alike. Sandra achieved 2nd place out of 1,300 students in Ireland in her first year ATI examinations.

**COURSE
CODE: LA**

Certification:

- QQI Level 5 Award in Tourism with Business (5M5011)
- Amadeus/Galileo Training (IAOT)
- Holiday Representative Certificate (IAOT)
- Ready to Book Package Holiday Booking System Qualification (IAOT)

Head of Department:
Paddy McNulty

Course Co-ordinator:
Erinne Tyrrell

Duration:
One Year

PROFILE: Ainebh Taylor



After returning from Australia with experience in the hospitality and event industry, I find this course has provided me with a great insight into how the Tourism industry operates. There is a strong practical element with online travel training courses and the students participate in managing major College Events. The teachers provide advice and guidance from their own professional careers. They are both supportive and passionate in what they teach. This course is a great foundation for students with a genuine interest in the tourism, reception and event industry or as a stepping stone to third level study in this area. This course is providing me with the confidence to move onto level 6 and I hope to attend DIT in the near future.

Tourism, Reception & Event Management

QQI Level 5 Award



This course is aimed at learners who wish to gain an initial qualification in one of the many areas of the Tourism industry. The Institute has built extensive links with the Tourism Industry and a work experience placement is also completed by learners. In addition to the QQI/FETAC Award, this course offers practical industry based qualifications in Amadeus/Galileo, a Holiday Representative Award and a Package Holiday Booking System Qualification, all certified by The International Academy of Travel. Learners undertake a wide range of site visits and tours during the year. Guest speakers may visit the Institute. The Course offers a wide variety of modules and students have a range of potential career and further study options after successful completion of the course. Many of our recent students have progressed to degrees in Tourism, Event Management and Hospitality Management.

Programme of Study

- Tourism Principles and Practice
- Tourism Information and Administration
- Communications
- Event Production
- Ecotourism
- Word Processing
- Work Experience
- Marketing Practice
- Amadeus/Galileo Ticketing System (IAOT) (in-house training)
- Package Holiday Booking

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent.
- Leaving Certificate Applied
- Full FETAC/QQI Level 4 Award
- Mature Applicants.
- Places are offered following a successful interview.

Career Opportunities

- Travel Agents
- Tour Operators
- Tourism Information Centres
- Heritage Attractions
- Transport Operators
- Hospitality Sector
- Event Management
- Hotel & Catering Operations

Higher Education Progression*

- **DIT:**
International Hospitality Management (DT401)
Tourism Marketing (DT412)
Event Management (DT413)
- **IT Tallaght:**
International Hospitality and Tourism Management (TA015/TA026)
European Studies (TA021)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Cultural & Heritage Studies

QQI Level 5 Award



COURSE CODE: LB

Certification:

- QQI (FETAC) Level 5 Award in Cultural and Heritage Studies (5M2154)

Head of Department:
Paddy McNulty

Course Co-ordinator:
Paddy McNulty

Duration:
One Year

This course is designed for students who are interested in a career in Irish Heritage and Culture and as an access course to a wide range of Arts and Tourism degree programmes at Third Level Colleges. Students on this course gain an understanding of Irish archaeology, local history and an appreciation of Irish culture and heritage. The development of research skills is an important element of this course. Learners undertake a wide range of interesting site visits and tours during the year. Recent tours have included visits to Newgrange (Bru na Boinne), Dalkey Castle and Dublin Castle.

Programme of Study

- Archaeology
- Folklore and Ethnology
- Local History
- Irish Cultural and Heritage Resources
- Customer Service
- Word Processing
- Communications
- Work Experience

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent.
- Leaving Certificate Applied
- Full FETAC/QQI Level 4 Award - Merit Profile
- Mature Applicants.

Places are offered following a successful interview.

Career Opportunities

- Museums
- Heritage Attractions
- Tour Guiding
- Tourist Information Centres

Higher Education Progression*

Links to a wide range of courses including:

- **UDC:**
(DN500, DN501)
- **DCU:**
(DC010, DC011, DC012, DC009, DC238, DC292)
- **DIT:**
(DT106)
- **IT Tallaght:**
(TA021, TA022, TA015, TA026)
- **NUI Galway:**
(GY101)
- **NUI Maynooth:**
(MH101, MH108, MH111, MH112, MH120, MH121, MH901)
- **UCC (NUI):**
(CK101, CK102)
- **University of Limerick**

PROFILE: Fiona Crampton



Having been away from formal education for many years I was attracted to BIFE because of the range of modules on the Cultural and Heritage Studies Course.

Because of the wide range of progression links to 3rd level courses I am excited by the opportunities for further study in my subject area and I would highly recommend pursuit of courses at BIFE for both school leavers and mature students.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: LD**

Certification:

- **QQI (FETAC) Level 6 Award in Tourism with Business (6M5012)**

Head of Department:
Paddy McNulty

Course Co-ordinator:
Paddy McNulty

Duration:
One Year

PROFILE: Naoise Carroll



This course provides a valuable stepping stone for Tourism Level 5 students to continue their study. I am hoping to progress into a Third Level Degree in Event Management or Business Management next year. The Event Management module is a great opportunity to plan and organise real events like the BIFE Open Day and the Graduation Ceremony. There is increased emphasis on Teamwork, Presentations and Research based Assignments. This makes the course both interesting and challenging.

Business Tourism and Event Management

QQI Level 5 Award



This course is designed to offer further training for both mature students with industry experience and recent graduates of QQI/FETAC Level 5 courses in Tourism, Business or related courses. The course also aims to combine practical Tourism related modules with Business modules relevant to the Tourism sector. The course consists of academic study, practical workshops, field study visits and a range of assignments. Graduates may proceed to employment, third level study or set up their own businesses. Guest speakers from the Business/Tourism sector may visit the Institute and learners may attend business presentations and seminars.

Programme of Study

- Tourism Policy and Practice
- Customer Service
- Communications
- Personal and Professional Development
- Business Management
- Entrepreneurship
- Consultative Selling
- Event Management
- Human Resources

Components subject to change

Entry Requirements

- Full QQI (FETAC) Level 5 award or equivalent.
- Mature Applicants and those with industry skills or other qualifications.

Places will be offered following a successful interview.

Career Opportunities

- Business Administration
- Customer Service
- Marketing
- Sales
- Transport Operators
- Hospitality Sector
- Event Management
- Hotel & Catering Operations

Higher Education Progression*

Learners may also gain advanced entry into a range of degree courses at 3rd level Institutes of Technology. Students may complete a direct entry application form to the College and places are allocated subject to Interview and results at QQI/FETAC Level 6.

- **IT Tallaght:**
International Hospitality and Tourism Management (TA026)
- **DIT:**
International Hospitality Management (DT401)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

COURSE CODE: LC

Certification:

- City & Guilds Diploma in Food Preparation & Cooking (Culinary Arts) (8065-02)
- QQI Level 5 Minor Award in Work Experience

Head of Department:
Paddy McNulty

Course Co-ordinator:
Martin Potts

Duration:
One Year

PROFILE: Sesilia Adamia



Having left school and starting a career in professional cookery I found that I needed to gain qualifications to further my career in the industry. BIFE gave me the opportunity to combine my working life and college to gain the skills needed in the real world whilst continuing to work. I found the City and Guilds professional cookery course challenging but it has left me with a skill set that I can continue with in both further education and industry.

Professional Cookery

CITY & GUILDS Diploma Award



This City & Guilds Diploma in Culinary Arts is for candidates who wish to work in the hospitality industry. The course also aims to combine practical Culinary related modules with modules relevant to the Hospitality and Catering sector. The course consists of practical training and demonstrations, workshops and field study visits. Guest speakers from the Catering/Tourism sector may visit the Institute and learners may attend business presentations and seminars.

Programme of Study

- Prepare food for cold presentation
- Prepare,cook and finish stocks, soups and sauces
- Prepare,cook and finish fish and shellfish dishes
- Prepare,cook and finish meat, poultry and offal
- Prepare,cook and finish vegetables, fruit and pulses
- Prepare,cook and finish rice, grain, farinaceous products and egg dishes
- Prepare,cook and finish bakery products
- Prepare,cook and finish hot and cold deserts and puddings
- Catering operations, costs and menu planning
- Culinary Arts Principles
- Food safety in catering
- Safety at work
- Food safety and catering
- Healthier foods and special diets

Components subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature Applicants - experience will be considered in lieu of formal qualifications

Places offered following successful interview.

Career Opportunities

- Professional Cookery
- Hospitality Sector
- Event Management
- Hotel & Catering Operations

Higher Education Progression*

Candidates can progress to third level colleges in the field of Culinary Arts subject to application and interview

- **BIFE:**
Level 3 Course in Professional Cookery

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Professional Cookery Advanced

**COURSE
CODE: LE**

Certification:

- City and Guilds award Advanced Diploma in Food Preparation and Cookery Supervision (8065-04)
- QQI Level 6 Minor award in Professional Cookery

Head of Department:
Paddy McNulty

Course Co-ordinator:
Martin Potts

Duration:
One Year

CITY & GUILDS Diploma Award

This course is aimed at students with a passion for food, who wish to enhance their creativity and food preparation skills. It is designed to enable students to develop an advanced level of knowledge, skills and competence in professional cookery, integrating theory and practice whilst working in industry. This course will be run in conjunction with fulltime employment for applicants.



Programme of Study

- Supervise staff training (from C&G)
- Resource management in food preparation (from C&G)
- Menu planning and costing (from C&G)
- Supervise food production (from C&G)
- Culinary Food Safety Management
- Gastronomy
- Pastry, Baking and Desserts
- International Cuisines
- Management Development

Components subject to change

Entry Requirements

- City & Guilds Diploma in Food Preparation & Cooking (Culinary Arts) (8065-02)
- QQI Level 5 Professional Cookery Award (5M2088)
- Mature Applicants - Industry experience may qualify for entrance onto the course based on individual assessment.

Places are offered following successful interview.

Career Opportunities

Employment in the catering industry remains steady and graduates in this area are very much in demand. Graduates will be competent to take up employment in a wide range of professional cookery settings.

Higher Education Progression*

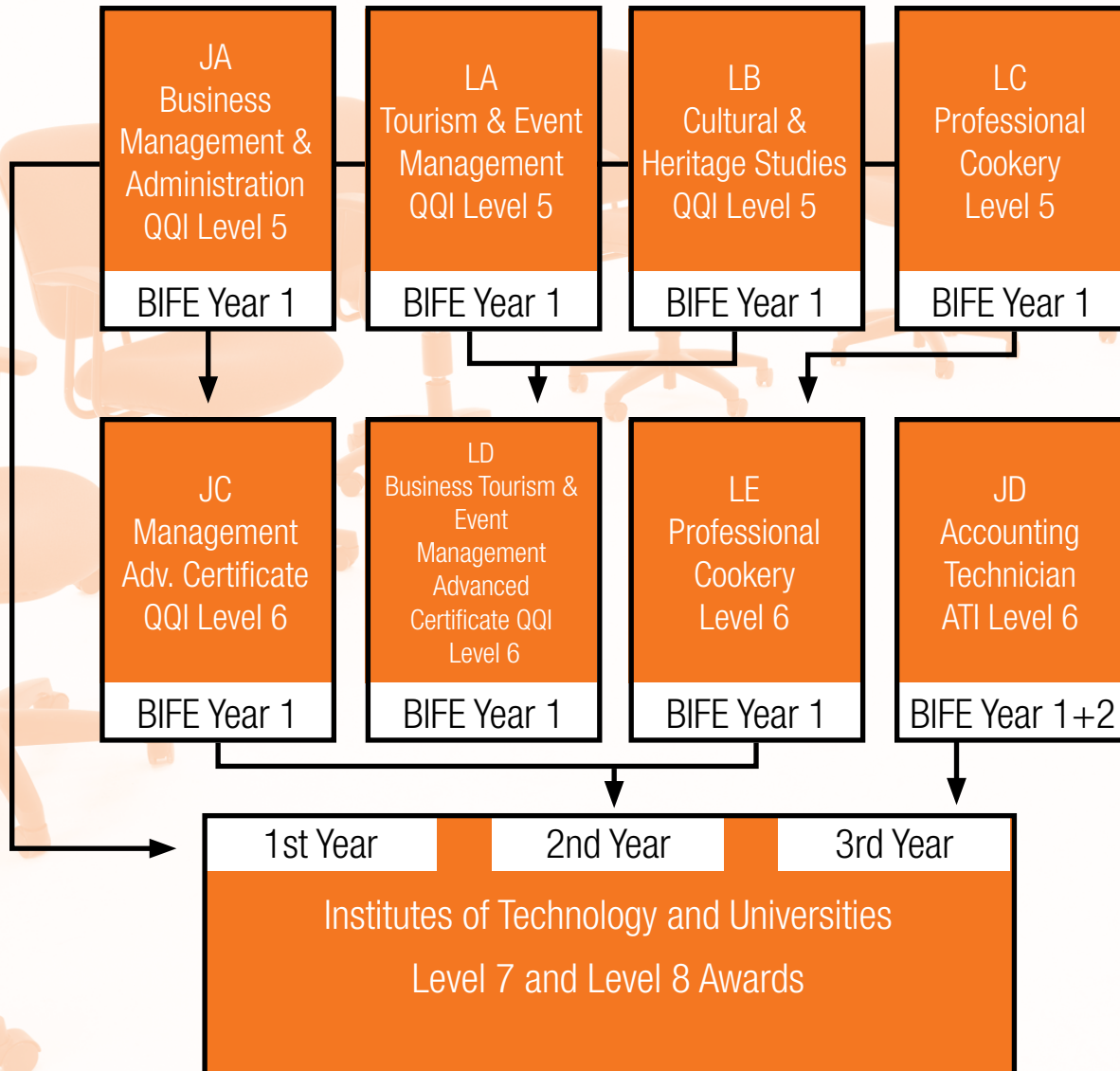
- **IT Tallaght:**
Higher Certificate in Culinary Arts (Advanced entry to 2nd Year) (TA006)

Graduates of this course are eligible to apply through the Higher Education Links Scheme for entry to a range of higher certificate and degree programmes at Institutes of Technology and Universities (please check with the particular institution regarding local eligibility requirements).

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*



PROGRESSION ROUTE



Software Development

**COURSE
CODE: NA**

Certification:

- **QQI Level 5 Award
Computer Systems and
Networks (5M0529)**

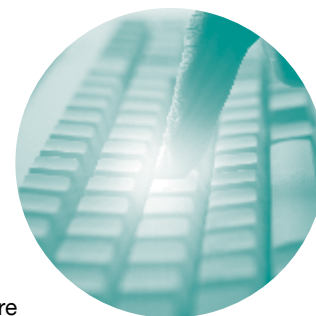
Head of Department:
Mary Hannon

Course Co-ordinator:
Mary Hannon

Duration:
One Year

QQI Level 5 Award

This is a new course designed to provide a foundation in programming and software development. As well as learning the technical skills needed to write software, computational methods and problem solving will be a key component of this course. On successful completion students wishing to acquire a higher level of professional software development skills can avail of progression routes onto our Level 6 Advanced Certificate in Software Development or alternatively may apply via the CAO onto an undergraduate degree programme in a range of third level institutions. Assessment will be through continuous assessment and examinations.



Programme of Study

- Fundamentals of Object Orientated Programming
- Software Architecture
- Maths for Information Technology
- Program Design and Principles
- Mobile Technologies
- Web Authoring
- Communications
- Work Experience

Modules subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a distinction profile
- QQI Level 4 Certificate with distinction profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places offered following successful interview.

Career Opportunities

- Web Design
- Database Administration
- Digital Marketing
- Social Media Co-ordinator

Higher Education Progression*

All progression pathways via the CAO and Higher Ed Links schemes should be confirmed with the Higher Level institutions listed below

- **DIT:**
BSc in Computing (DT211);
Bsc in Games Design (DT508)
- **IADT:**
BSc in Computing in Multimedia Programming (DL703)
- **IT Carlow:**
BSc in Computing Games Development (CW208)
- **IT Tallaght:**
BSc in Computing (TA312)
- **IT Blanchardstown:**
BSc in Information Technology (BN013)

Also

- **BIFE**
Software Development QQI Level 6 (6M0691)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: NB**

Certification:

- **QQI Level 5 Award
Computer Systems and
Networks (5M0536)**

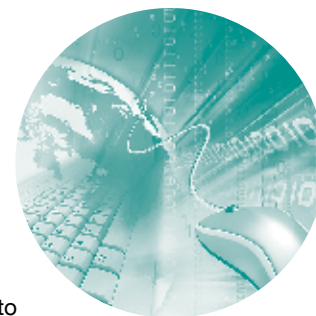
Head of Department:
Mary Hannon

Course Co-ordinator:
Mary Hannon

Duration:
One Year

Computer Systems and Networks

QQI Level 5 Award



There is currently a global shortage of people with networking skills which is expected to grow as organisations and institutions continue to invest in mobile devices, cloud computing and big data. This new course has been recently developed to meet this increasing demand. It is a one year certificate designed to give students the skills to implement and manage hardware and software in areas PC systems and networking technologies. Students wishing to acquire a higher level of professional technical skills can avail of progression routes onto our Level 6 Advanced Certificate in Computer Systems & Networks or alternatively suitably qualified graduates may apply via the CAO onto an undergraduate degree programme in a range of third level institutions. Assessment will be through continuous assessment and examinations.

Programme of Study

- Computer Systems
- Networking Essentials
- Operating Systems
- Maths for Information Technology
- Communications
- Work Experience
- Mobile Technologies
- Programming Design & Principle

Modules subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a distinction profile
- QQI Level 4 Certificate with distinction profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places offered following successful interview.

Career Opportunities

- IT related work
- Network support

Higher Education Progression*

All progression pathways via the CAO and Higher Ed Links schemes should be confirmed with the Higher Level institutions listed below

- **DIT:**
BSc in Computing (DT211);
BSc In Game Design (DT508)
BSc in Networking Technologies (DT080)
- **IADT:**
BSc in Computing in Multimedia Programming (DL703)
- **IT Tallaght:**
BSc in Computing (TA312)
- **IT Blanchardstown:**
BSc in Information Technology (BN013)

Also

- **BIFE**
Computer Systems and Networks QQI Level 6 (6M0695)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Gabriel Ichim



I am very proud of my Advanced Certificate in Networks & Software Systems and am pleased that I had the opportunity to earn it at Bray Institute of Further Education. The competency and the professionalism of the teachers were nothing less than outstanding. I had completed the Level 5 Information Technology course at this college when I started the program in 2013. On completion of the course I progressed directly into 3rd Year at Institute of Technology Tallaght pursuing a Bachelor of Science in IT Management degree, and working as a Data Analyst for an Irish company. On a daily basis, I must apply various aspects of theory and techniques that I learned during my time at Bray Institute of Further Education. I genuinely endorse Bray Institute of Further Education and everything for which it stands.

**COURSE
CODE: NC**

Certification:

- **QQI Level 6
Award in Computer
Systems and Networks
(6M0595)**

Head of Department:
Mary Hannon

Course Co-ordinator:
Mary Hannon

Duration:
One Year

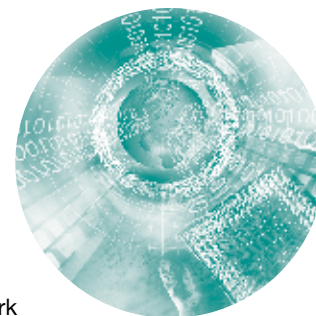
PROFILE: Shanua Dickson



The experience and confidence I gained on this course was excellent preparation for my progression to third level. The knowledge and support I gained on this course in areas such as Programming, Web Design and Network Technologies for my honours Degree in was Enterprise Computing at DCU was such that I am confident that I will excel. This is down to help, support, time and effort put in by all the teachers in BIFE.

Computer Systems and Networks

QQI Level 6 Award



There is increased demand for IT professionals who design, implement and troubleshoot computer networks. This new advanced certificate course is designed to provide the necessary skills to meet this need. Focusing on a higher level of IT specialist skills in the area of network design, installation, configuration and administration, as well as how they can be applied in modern technologies. The nature of computer networking demands that network specialists are problem solvers with excellent attention to detail. Suitably qualified graduates may apply via the CAO onto an undergraduate degree programme in a range of third level institutions.

Programme of Study

- Physical and Logical Networking
- Systems Software
- Mobile Technologies
- Graphical User Interface Programming
- Information Technology Administration
- Network Infrastructure
- Communications
- Work Experience
- Mathematics

Modules subject to change (please note this is a new award)

Entry Requirements

Leaving Certificate or its equivalent plus a FETAC Level 5 course qualification in Computers & Network Systems. Applications from mature learners who do not match these requirements but with comprehensive relevant experience in the area will be considered. Places are offered following a successful interview.

Career Opportunities

Technical specialist in networking e.g.

- Entry level position in troubleshooting analysis of servers, workstations and associated systems
- Installing, configuring, maintaining network services, equipment and devices

Higher Education Progression*

Important:

All progression pathways via the CAO and Higher Ed Links schemes should be confirmed with the Higher Level institutions listed below

- **DIT:** BSc Computing (DT211)
- **DIT:** BSc Networking Technologies (DT080)
- **IT Carlow:** BSc Computer Games Development (CW208)
- **IT Tallaght:** BSc Computing (TA312)
- **IT Blanchardstown:** BSc in Information Technology (BN013)

Important:

Please check compulsory course requirements relating to the number of Distinctions and Maths qualifications necessary in each college. Direct entry into second year may be offered by some 3rd level colleges to students who have met course specific requirements.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

**COURSE
CODE: NG**

Certification:

- FETAC Level 5 Award in Information Processing (5M2067) awarded by QQI
- MOS Award in Word Processing and Spreadsheets

Head of Department:

Mary Hannon

Course Co-ordinator:

Mary Hannon

Duration:

One Year

PROFILE: Aishe Sheridan

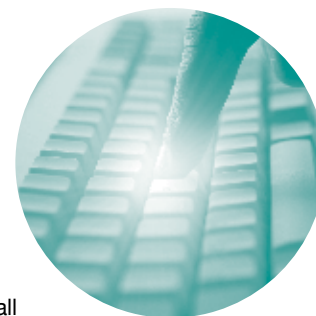


This course was very beneficial to me and I really enjoyed it. I learned a range of new skills about the digital marketing industry, computer technology, coding and many others along the way. After graduating the IT systems and Digital Marketing course and getting my certificate, I progressed onto doing BTEC HND Graphic Design two year course here in BIFE.

This course helped me a lot and I would recommend it because now I have a head start on web authoring, how to market my work in the design industry and much more.

IT Skills with Digital Marketing

QQI Level 5 Award



This course provides a wide range of practical skills based classes in computer applications and digital information processing. All jobs today demand high levels of proficiency in a wide range of computer applications. These include MS Word, Excel, Access and Microsoft Office Specialist. Core to the course is training in MS Office Cloud Apps. Social Media platforms & the internet are no longer the preserve of entertainment and casual chat but are essential tools for all job seekers in today's competitive working environment. Learning to use Outlook not just to send email but to organise contacts and schedule meetings is also included. This course aims to meet the needs of new job seekers as well as mature students wishing to retrain by providing them with the relevant skills and confidence for a changing work place.

Programme of Study

- Digital Marketing
- Web Authoring
- Information & Communication Systems
- Social Media for the Work Place
- Spreadsheets
- Word Processing
- Database
- Team working
- Communications

Modules subject to change

Entry Requirements

- Leaving Certificate or equivalent
- Full FETAC Level 4
- Leaving Certificate Applied with a merit profile
- Mature Applicants – experience will be considered in lieu of formal qualifications

Places offered following successful interview.

Career Opportunities

- Web Design
- Database Administration
- Digital Marketing
- Social Media Co-ordinator

Higher Education Progression*

- **NCI:**
Computing Level 8 (NC003)
Business Information Systems Level 8 (NC004)
- **IT Blanchardstown:**
Business & IT Level 8 (BN103)

Also

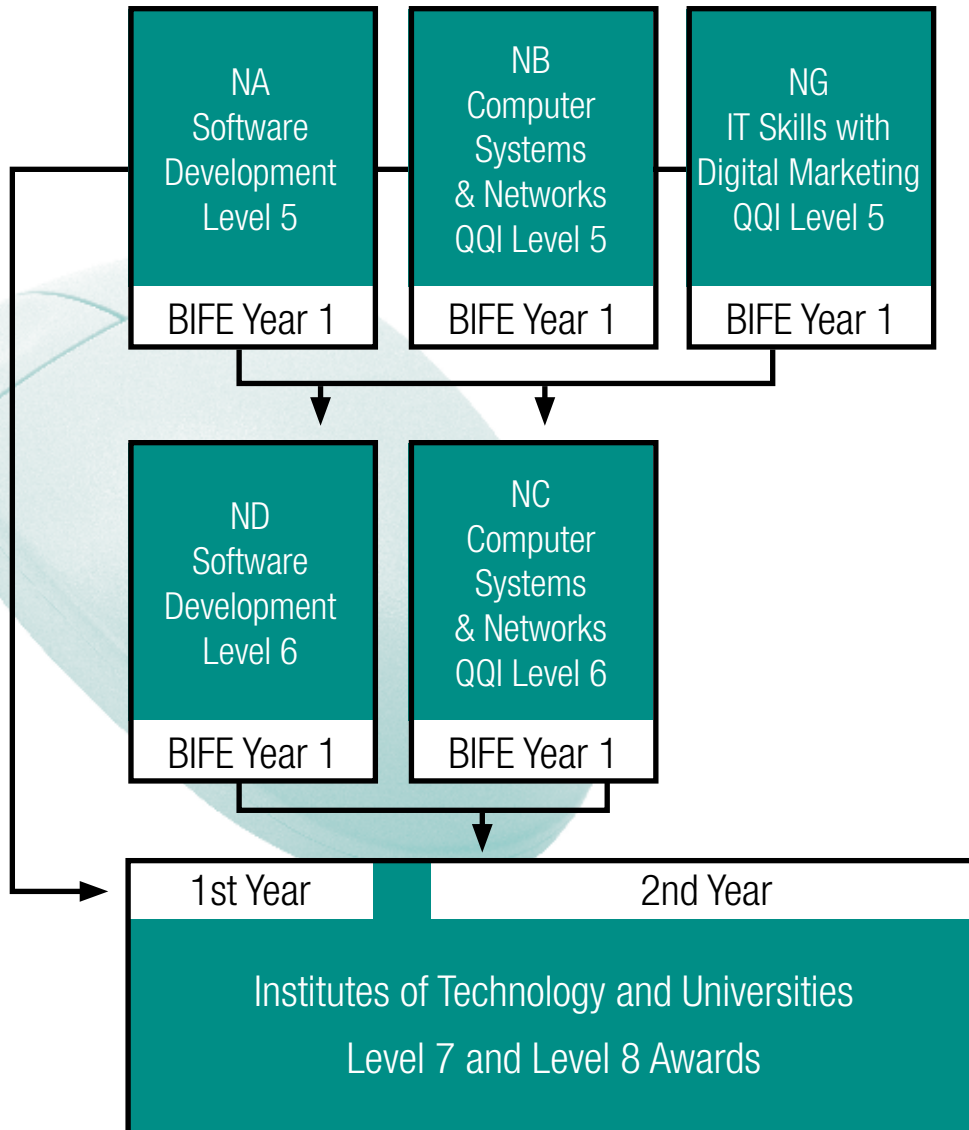
- **BIFE:**
Computer Systems and Networks QQI Level 6 (6M0695)
Software Development QQI Level 6 (6M0691)
- **BIFE:**
Office Administration & Computer Applications-Level 6 (6M4985)

Progression to various third level Courses including courses at DIT, IADT, IT Tallaght Institute of Technology Waterford (WIT) and Carlow Institute of Technology may also be available.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for FETAC applicants. Information available also at www.cao.ie*



PROGRESSION ROUTE



Legal Studies - Pre-University

QQI Level 5 Award



COURSE CODE: SD

Certification:

- QQI Level 5 Award in Legal Studies (5M3789)
- MOS Access - Level 5 equivalence on the NQF

Head of Department:
Ailish Kane

Course Co-ordinator:
Ailish Kane

Duration:
One Year

This one-year QQI Level 5 certificate course is designed to enable you to work in a legal environment and to prepare for a career in the legal profession by progressing to higher education. In addition to developing your technical skills in a range of office-related activities, you will have a specialist focus on legal practice. You will develop your Microsoft Office skills alongside fast and accurate keyboarding. In completing this course, you will feel confident about working in any general office or legal environment and have developed strong individual and team skills.

Programme of Study

- Legal Practice and Procedures
- Business Law
- Criminal Law
- Communications
- Work Experience
- Text Production with Data Entry
- Audio Transcription
- Database
- Business Administration Skills

Components subject to change.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview

Career Opportunities

- Legal Practices
- Legal departments of government
- Employment as legal executive

Higher Education Progression*

- **DIT:**
Law DT532
- **UCC (NUJ):**
Law CK301
Criminology CK113
- **Carlow IT:**
Law - LLB CW717
Business with Law CW938
- **Athlone IT:**
Business (AL 850);
Business & Law (AL 851)
- **IT Blanchardstown:**
Business (BN 101);
Business & IT (BN 103);
International Business (BN110)
- **BIFE:**
Management - Advanced Certificate QQI Level 6 (6M4587)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Magdalena Niemiec



I was a foreign student of Bray Institute of Further Education last year. I graduated Legal Executive course with distinctions across the board and became student of the year. That experience not only improved skills that I already had and gave me the opportunity to learn a lot of new things, but also built up my confidence and helped me to develop communication skills, which was crucial for me as English is not my first language. Furthermore, all teachers were very encouraging and supportive at all times. Currently I am working in an office, that was my goal when I decided to come back to education. I would recommend BIFE to all who wish to develop themselves.

COURSE CODE: SF

Certification:

- Level 5 Award in Office Administration (5M1997)
- Microsoft Office Specialist: Word, Excel, Access, Powerpoint, OneNote - Level 5 equivalence on the NQF

Head of Department:
Ailish Kane

Course Co-ordinator:
Geraldine Cromie

Duration:
One Year – Mornings Only

Medical Administration

(Mornings Only)

QQI Level 5 Award



This one-year QQI Level 5 certificate course is designed to give you a nationally recognised vocational qualification that enables you to work in both the medical/dental and general secretarial environments. It provides learners with the knowledge and skills to meet the specialist administrative and secretarial needs of a range of health care occupations as found in hospitals, community health, general and private practice, research, the pharmaceutical industry and complementary medicine. The course is based around general areas of administration and business, secretarial skills, key concepts of computing and its uses in the workplace. The course enables learners to progress directly into employment.

Programme of Study

- Information & Administration
- Word Processing
- Text Production with Data Entry
- Communications
- Work Experience
- Audio Transcription
- Database
- Spreadsheets
- Medical Terminology

Components subject to change.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- The HSE
- Clinics
- Opportunities exist to practice abroad for those with language skills
- Private hospitals
- General medical and dental practices

Higher Education Progression*

- **DIT:**
Business Studies (DT 315)
- **Athlone IT:**
Business (AL 850);
Business & Law (AL 851)
- **IT Blanchardstown:**
Business (BN 101);
Business & IT (BN 103);
International Business (BN110)
- **BIFE:**
Management –Advanced Certificate QQI Level 6 (6M4587)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Siobhan Hoey



My name is Siobhan Hoey and I completed the Medical Administration course in 2014/2015 as a mature student achieving an overall distinction. The course enabled me to up skill and regain confidence as I had been out of the workforce for a number of years. I am now employed and have found that the skills gained from the course have been hugely beneficial in my current position. I would highly recommend this course to mature students and school leavers. I found the tuition and the campus facilities were to a very high standard.

Office Administration

**COURSE
CODE: SE**

Certification:

- Level 5 Award in Office Administration (5M1997)
- MOS Award in Word, Excel, Powerpoint
- Level 5 equivalent on the NFQ

Head of Department:
Ailish Kane

Course Co-ordinator:
Ailish Kane

Duration:
One Year

QQI Level 5 Award

This one-year Level 5 Award course is designed to provide learners with a high level of proficiency in administrative, business and IT skills. It caters for those at entry level or those wishing to upskill and/or change career. You will develop your general office skills and become technically proficient within the secretarial environment.



Programme of Study

- Information & Administration
- Word Processing
- Communications
- Work Experience
- Customer Service
- Text Production with Data Entry
- Audio Transcription
- Database
- Spreadsheets

Components subject to change.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Schools
- Hospitals
- Corporate settings
- Government agencies
- Legal and medical offices

Higher Education Progression*

- **Athlone IT:**
Business (AL 850)
Business & Law (AL 851)
- **IT Blanchardstown:**
Business (BN101)
Business in IT (BN 103)
International Business (BN110)

Also

- **BIFE:**
Management - Advanced Certificate QQI Level 6 (6M4587)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

PROFILE: Joanne McDonald



As a mature student BIFE has given me the opportunity and confidence to return to further education and pursue a new career path. The level 5 Office Administration course has given me a great base of knowledge for starting out in a variety of office based employment opportunities.

The modules are straight forward and manageable and the teachers patient and helpful. The option to study further and go on to do the Level 6 Office Administration Advanced is an added bonus. I would recommend this course to both mature students and school leavers.

**COURSE
CODE: SG**

Certification:

- **Level 5 Award in Office Administration (5M1997)**
- **Microsoft Office Specialist: Word, Excel, PowerPoint, OneNote - Level 5 equivalence on the NQF**

Head of Department:
Ailish Kane

Course Co-ordinator:
Ailish Kane

Duration:
One Year

Essential Reception & Office Skills

QQI Level 5 Award



This one-year QQI Level 5 certificate course is designed to provide students with the secretarial skills and knowledge essential within office environments. The course offers opportunities for students to specialise in all aspects of secretarial and administration duties relevant to employers' needs including reception and customer service. It caters for those at entry level or those wishing to upskill and/or change career. You will develop your general office skills and become technically proficient within the secretarial environment. The course enables learners to progress directly into employment.

Programme of Study

- Information & Administration
- Word Processing
- Text Production with Data Entry
- Communications
- Work Experience
- Reception & Frontline Skills
- Customer Service
- Audio Transcription
- Spreadsheets

Components subject to change.

Entry Requirements

- Leaving Certificate or equivalent
- Leaving Certificate Applied with a merit profile
- Full QQI Level 4 award with a merit profile
- Mature applicants – experience will be considered in lieu of formal qualifications

Places are offered following successful interview.

Career Opportunities

- Commercial Business
- Hospitality Industry
- Corporate Settings
- Government Agencies
- Legal and Medical Offices

Higher Education Progression*

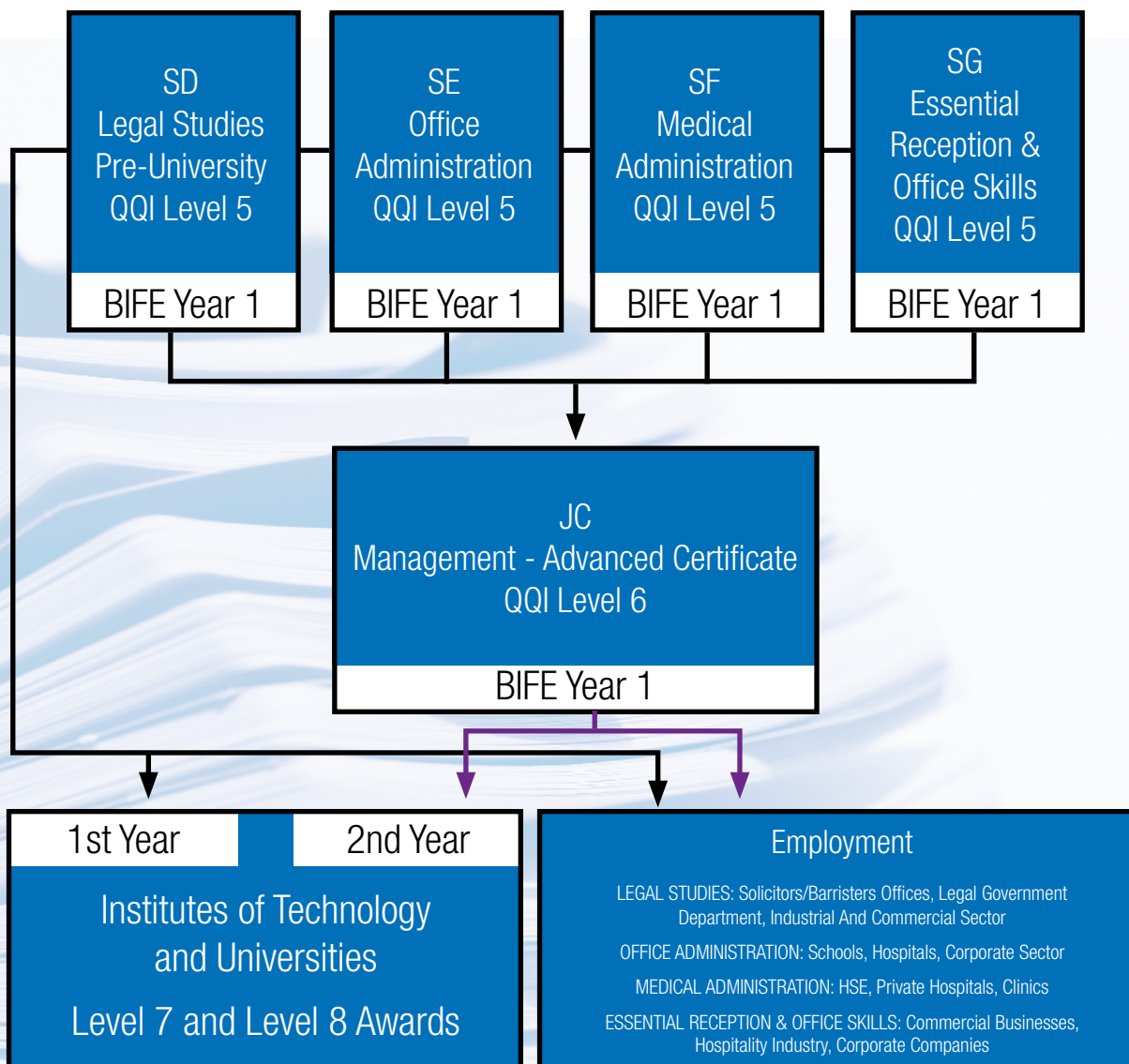
- **Athlone IT:**
Business (AL 850)
Business & Law (AL 851)
- **IT Blanchardstown:**
Business (BN101)
Business & IT (BN 103)
International Business (BN110)
- **BIFE:**
Management - Advanced Certificate QQI Level 6 (6M4587)

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*



Administration Department

PROGRESSION ROUTE



Adult Leaving Certificate

LEAVING CERTIFICATE



**COURSE
CODE: RB**

Certification:

- Leaving Certificate

Course Co-ordinator:

Michael Galligan

Duration: One Year

This course offers those who have never taken the Leaving Certificate a chance to undertake this important examination. All learners can be assured of a friendly and supportive learning environment at Bray Institute of Further Education. Supervised Library Study facilities are provided for learners throughout the day. Advice and support is provided by the Guidance Counsellor.

Programme of Study

- Leaving Certificate classes are offered in a range of subjects.
- The choice of subjects offered will depend on demand.
- The course will have five subjects which will include Irish, English and Mathematics.

Entry Requirements

- No formal qualifications are required
- All applicants are required to attend an interview
- Mature learners are welcome
- Students must be over 18

PROFILE: Conor Martin



Learning in BIFE has been a great experience for me as it is an Institute with a very friendly and helpful environment. The teachers do a fantastic job and I find each class easy to follow.

**Places are not guaranteed in these Institutes and are subject to students meeting certain criteria. Please consult the individual college websites for more information for QQI applicants. Information available also at www.cao.ie*

Night School Courses



Certification:

- See www.bife.ie or Night School brochure for course certification

Bray institute of Further Education (BIFE) offers a wide range of part-time evening courses over many disciplines. We fully embrace the whole concept of life-long learning and personal development. Courses are available from hobby and elementary levels to Professional Qualification Level. BIFE is both flexible and adaptable in meeting the needs of its adult learners and provides courses and expert tuition over many fields of study with accreditation by a number of prestigious validating bodies.

Director:

Ruadhan Duggan

Duration:

Duration and times for some courses may vary

Programme of Study

A wide variety of programmes are offered in the following areas:

- Art, Craft and Leisure
- Business and Professional
- Childcare
- Computers
- Languages
- Fitness

General information

- Tuition at BIFE takes place on Monday and Wednesday each week.
- There are three different terms depending on the course.
- September to April; September to December; January to April.

Enrolment Procedure

Enrolment for Adult night courses takes place at the Institute in September and January of each year. You can also register online for the course of your choice by logging onto our website, www.bife.ie. Alternatively, you may register by telephone or in person.

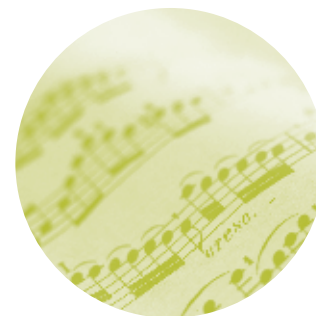
The Night School Brochure and Application Form are available directly from the Institute and can also be downloaded from the Institute website at www.bife.ie. You are advised to book early, online if possible, to secure your place.

View our courses at www.bife.ie or for further information please call on (01) 286 6111 / (01) 282 9668 or email bifenightschool@kwetb.ie.



I found the tutors, facilities and the staff were excellent at BIFE. I really enjoyed my 2 years there. I achieved 3rd place overall in Ireland in the Accounting Technician 2nd year exams.

BIFE Music Centre Courses (Part Time)



Certification:

- Royal Irish Academy of Music (RIAM)
- Associated Board of the Royal Schools of Music (ABRSM)
- Junior Certificate Music
- Leaving Certificate Music

Co-ordinator:

Artemis Kent

Duration:

14 weeks each term

Bray Institute of Further Education (BIFE) provides a comprehensive range of courses in music for children and adults at Bray Music Centre at our Florence Road Campus. Individual and group tuition is available in a wide variety of instruments.

Programme of Study

Individual Tuition is available in the following areas:

- | | | |
|---------------|-------------|-----------|
| • Violin | • Recorder | • Guitar |
| • Viola | • Flute | • Ukelele |
| • Cello | • Clarinet | • Theory |
| • Piano | • Saxophone | |
| • Harpsichord | • Singing | |

Group Tuition is available in the following areas:

- | | |
|--|------------------------------------|
| • Introduction to Music (5–6yrs or 6–7yrs) | • Theory/Musicianship |
| • Introduction to Performance (7–9yrs) through Ukulele or Recorder | • Leaving Certificate Musicianship |
| • Flute Ensemble | • Junior Certificate Musicianship |
| • Recorder Consort | |

General information

- Tuition takes place on Monday to Saturday each week.
- There are two different terms: September to January; February to May.
- All learners taking individual tuition are required to take a group theory class.

Enrolment Procedure

Enrolment for Music Centre courses takes place online at www.bife.ie in September and February of each year.

The Music Centre Brochure is available directly from the Institute and can also be downloaded from the Institute website at www.bife.ie. You are advised to book early to secure your place. View our courses at www.bife.ie or for further information please give us a call on (01)2866768 or email us at artemis.kent@gmail.ie.

PROFILE: Margaret Bridge



I studied with fantastic teachers at Bray Music Centre. I progressed to Trinity College where I was conductor of the Trinity College Chapel Choir and took the lead in several productions. I am now studying for a Masters Degree in Singing at the prestigious New England Conservatory of Music in Boston.

NOTES

NOTES



Bray Institute of Further Education

Novara Avenue
Bray, Co. Wicklow



etb

Bord Oideachais agus Oiliúna
Chill Dara agus Chill Mhantain
Kildare and Wicklow
Education and Training Board

Tel: (01) 282 9668
Fax: (01) 276 0653
Email: bifeenquiries@wicklowvec.ie
Web: www.bife.ie



kwetb

Kildare and Wicklow
Education and Training Board

Kildare and Wicklow Education and Training Board

