

**AUTUMN 2009**  
**COMMUNITY**  
**EDUCATION**  
**PROGRAMME**

**ENROLMENT**

- ◆ Phone/Post From August 31<sup>st</sup>
- ◆ School Mon 7<sup>th</sup>/Tues 8<sup>th</sup> Sept 7-9pm
- ◆ Online Check our website

**CLASSES COMMENCE**

Week beginning Monday 21<sup>st</sup> September

**COMMUNITY EDUCATION DEPT**

Tel. 8209863 Fax: 8209867

E-mail: [adult\\_ed@eircom.net](mailto:adult_ed@eircom.net)

[www.hartstown-cep.com](http://www.hartstown-cep.com)

Secretary available 10am – 3pm

**CLASS TIMES 7.30 - 9.30 PM**  
**UNLESS OTHERWISE STATED**

- |     |  |                |       |     |   |       |
|-----|--|----------------|-------|-----|---|-------|
| 101 | <b>AEROBICS</b>  | 7.30 – 8.25 pm | € 60  | 116 | <b>GARDENING AND GARDEN DESIGN</b>  | € 90  |
|     |  |                |       |     | <i>Develop your 'room outside' to its best advantage.</i>   |       |
| 102 | <b>AEROBICS</b>  | 8.35 – 9.30 pm | € 60  | 117 | <b>GOLF (Beginners) 7.00 – 8.00pm</b>   | € 100 |
|     | <i>Aerobic workout with non-contact punches and kicks and toning.</i>  |                |       |     | <i>Learn rules, etiquette, equipment, grip, stance, swing and short game. Two classes held indoors, remaining classes held in Elmgreen Golf Centre. (6 weeks. Golf balls extra)</i>   |       |
| 103 | <b>ANGELS</b>  |                | € 90  | 118 | <b>GOLF (Improvers) 8.00 – 9.00pm</b>   | € 100 |
|     | <i>Working with Angels can create miraculous changes in your life. Learn how to connect with your Angels on a daily basis and let go of negativity. Class includes guided meditations. (8 weeks)</i>   |                |       |     | <i>As above plus stance and swing improvements, driver and fairway shots. (6 weeks. Golf balls extra)</i>   |       |
| 104 | <b>ART (Watercolours)</b>  |                | € 90  | 119 | <b>HAIRDRESSING (Improvers)</b>   | € 90  |
|     | <i>Techniques of watercolour painting to include landscapes and still life</i>   |                |       |     | <i>A follow-on from the beginners course with more emphasis on cutting and blowdrying. Own models needed from the first night. (Must have completed the basic course)</i>   |       |
| 105 | <b>BEADED JEWELLERY</b>  |                | € 90  | 120 | <b>HEALTHY &amp; WHOLESOME COOKING</b>  | € 90  |
|     | <i>Learn to design and make your own jewellery using bead weaving stitches including the brick stitch, peyote stitch, herringbone stitch and pearl stringing and more.</i>   |                |       |     | <i>With life in the fast lane this course will help with healthy, quick and easy dishes with coverage of all the food groups for healthy living.</i>  |       |
| 106 | <b>BELLY DANCING (Beginners)</b>   | 7.00 – 8.00 pm | € 65  | 121 | <b>IRISH (Beginners) 7.00 – 9.00pm</b>  | € 90  |
| 107 | <b>BELLY DANCING (Beginners)</b>   | 8.00 – 9.00 pm | € 65  |     | <i>Learn to further your knowledge of your native language in everyday situations. Bigí linn.</i>   |       |
|     | <i>Ladies! A fun way to lose weight, stay in good shape and learn this very ancient traditional dance of the Middle-Eastern countries</i>  |                |       | 122 | <b>LEADERSHIP, TEAM BUILDING &amp; NEGOTIATION</b>  | € 90  |
| 108 | <b>CAKE DECORATION AND SUGAR CRAFT (Stage 2)</b>   |                | € 90  |     | <i>Practical and solid foundation for those involved or intending to be involved in leadership or team development. Introduces the skills and techniques required to confidently negotiate agreements in all aspects of our lives.</i>  |       |
|     | <i>For those who have already completed the Beginners' class. Course materials extra.</i>  |                |       | 123 | <b>LIFE DRAWING</b>   | € 110 |
| 109 | <b>COMPUTERS FOR BEGINNERS</b>   | 7.00 – 9.00pm  | € 100 |     | <i>Through a practical approach to drawing and painting the human figure, artists have always studied the art of life drawing to develop a greater awareness of movement, structure and form in their journey of self expression through art.</i>   |       |
|     | <i>Designed to give the basic knowledge required to carry out everyday routine work on a computer.</i>   |                |       | 124 | <b>LOCAL HISTORY</b>  | € 90  |
| 110 | <b>DIY / HOME MAINTENANCE</b>  |                | € 90  |     | <i>Learn about Lady Fingall, the Baron of Castleknock and the Guinness family. All were among the local gentry in the area. Learn about Dunsink Observatory, the Vice Regal lodge, Farmleigh and the Phoenix Park murders. Advice on how to trace your ancestors and get a brief overview of Irish history.</i> |       |
|     | <i>A general insight into how to work on DIY projects within your own home. Practical hands-on course.</i>   |                |       | 125 | <b>NEURO LINGUISTIC PROGRAMMING</b>   | € 90  |
| 111 | <b>ENERGY RATING – ASSESSING YOUR HOME</b>   |                | € 90  |     | <i>Enhancing Personal Effectiveness. This programme will help participants explore and understand how using techniques such as NLP, Appreciative inquiry and coaching can help develop a more positive and focused approach to both personal and business challenges</i>  |       |
|     | <i>Introduction to a wide variety of energy saving methods and devices that can be used in the home. The course will give students an understanding of green issues and technologies affecting the home owner.</i>                                       |                |       | 126 | <b>OIL PAINTING 7.00 – 9.00pm</b>   | € 90  |
| 112 | <b>ENGLISH AS AN ALTERNATIVE LANGUAGE</b>  |                | € 90  |     | <i>Introduction to all aspects of oil painting for both beginners and those with some experience. Will cover abstract, landscapes, still life, and free choice painting. Individual tuition provided at all levels.</i>   |       |
|     | <i>For adults who wish to learn basic English for use in everyday conversation. (Please indicate whether beginner or improver)</i>   |                |       | 127 | <b>ORGANIC GARDENING (Beginners - 8 weeks)</b>  | € 90  |
| 113 | <b>FESTIVE FLORISTRY WORKSHOP</b>  |                | € 90  |     | <i>Learn how to grow your own vegetables organically. Planning your garden, soil management, compost making, rotation, vegetable and salad growing, pests and disease.</i>  |       |
|     | <i>Gift wrapping and bows, Halloween and many Christmas floral arrangements including hand tie, table spray, door swag and wreath and more. Flowers and tools required.</i>  |                |       |     |   |       |
| 114 | <b>FRENCH (Beginners)</b>  |                | € 90  |     |   |       |
|     | <i>Basic level of conversation for use in everyday situations.</i>   |                |       |     |   |       |
| 115 | <b>GEL NAIL TECHNICIAN</b>   |                | € 120 |     |   |       |
|     | <i>This 20 hour course offered by Tina's House of Nails and certified by EMF Nails is designed to train participants to work in a beauty salon or at home. It is aimed at the novice. A kit costing €390 must be purchased. Bring a friend to model.</i> |                |       |     |   |       |

## TUESDAY

- 128 PC REPAIR & TROUBLESHOOTING 7.00 – 9.30 pm € 100**  
*Course designed for those who are computer literate and wish to know more about how to repair or upgrade your machine. 8 Weeks (Maximum class 12)*
- 129 PHILOSOPHY € 90**  
*Philosophy aspires to answer the fundamental questions in life and get to the very root of human existence in order to develop a greater understanding of our place in the world and our relationships with one another.*
- 130 PHOTOGRAPHY € 95**  
*Introductory course in photography. Participants learn about camera techniques and controls, image quality, composition, exposure and an introduction to digital manipulation. Course suited to both film and digital camera users.*
- 131 PSYCHOLOGY: An Introduction € 90**  
*A relaxed and informal course looking at topics such as motivation and emotion, child development, personality theory, nature versus nurture and other areas.*
- 132 REFLEXOLOGY: Original Ingram Method 7.00–9.00pm € 90**  
*Reflexology is a safe, natural therapy to aid relaxation, reduce stress and enhance inner healing through stimulation of reflex points in the feet. (8 weeks)*
- 133 REIKI € 90**  
*Ancient healing therapy. It is a safe, natural and extremely pleasant holistic method of healing. Empowerment into levels 1&2. (8 weeks Starts 28<sup>th</sup> Sept)*
- 134 SEWING & CRAFTWORK € 90**  
*Learn to use a sewing machine and acquire or improve your sewing skills for repairs and alterations, dressmaking, soft furnishings, curtains, festive decorations, handbag making and many other projects.*
- 135 START YOUR OWN BUSINESS € 90**  
*An introduction to all the major aspects of planning, starting and running your own small business. The course aims to show participants another side to business, showing why things happen, analysing from a business perspective.*
- 136 WEB DESIGN € 120**  
*Whether you have a hobby, wish to display your talents to the world or would like to promote your small business a web site is the way to go! Using industry standard software learn to design and structure a functional website.*
- 137 WINE APPRECIATION € 120**  
*Feel confident when choosing or ordering your wine. Learn in a relaxed and fun way. (All wines for tasting included in course fee)(8 weeks)*
- 138 WOODTURNING (Intermediate) € 95**  
*Learn all you need to know to improve your woodturning.*
- 139 YOGA (Beginners) 7.00 – 8.25 pm € 60**
- 140 YOGA (Improvers) 8.35 – 10.00 pm € 60**  
*A gentle system of yoga, yoga breathing and relaxation focussing on health and balancing out the body, mind and spirit. (Maximum class 20)*

- 201 BALLROOM DANCING (Beginners) 7.00 – 7.45 pm € 65**  
*Learn to dance for all occasions. Jive, quickstep, waltz, samba - wedding waltz a speciality.*
- 202 BALLROOM DANCING (Improvers) 7.45 – 8.30 pm € 65**  
*Take the next step and learn cha cha, samba, foxtrot, tango, old time waltz etc.*
- 203 LATINO & SALSA DANCING 8.30 – 9.15 pm € 65**  
**Beginners - Basic steps**
- 204 LATINO & SALSA DANCING 9.15 – 10.00 pm € 65**  
**Improvers – for those who have completed a Beginners' course**
- 205 BEADED JEWELLERY € 90**  
*Learn to design and make your own jewellery using basic stringing methods, threads, tigertail, ribbons etc. Learn basic bead weaving methods. (Materials extra)*
- 206 BIKE MAINTENANCE € 90**  
*Cyclists can get the confidence to maintain their bicycle, make it roadworthy and increase their safety.*
- 207 CAR MAINTENANCE € 90**  
*Introduction to all main components and systems of the car, safety practices and advice on the service and repair that can be carried out at home.*
- 208 CAKE DECORATION AND SUGAR CRAFT € 90**  
*Learn how to decorate cakes for all occasions using Sugar flowers and modelling various characters. Course materials extra. (Beginners)*
- 209 COLOUR ME BEAUTIFUL € 60**  
*Wearing colours that complement you and knowing your body lines can make shopping easier. Learn practical tips on make up application and accessorize with flair (5 weeks). Course may be repeated subject to demand.*
- 210 COMPUTERISED ACCOUNTS € 100**  
*Using Sage Line 50 accounting software learn sales, purchases and nominal ledgers, invoicing, petty cash, bank reconciliation, VAT reporting, monthly and year end financial reports. (8 weeks)*
- 211 COMPUTING WITH CONFIDENCE 7.00 – 9.00pm € 100**  
*Take control of your computer, your programs and the Internet. Understand how your computer works and make it work the way you want it to. Load and use programs, understand virus protection, internet searches, shopping, e-mail, solve computer problems on-line and much more. Familiarity with mouse and keyboard necessary*
- 212 CREATIVE EMBROIDERY € 90**  
*Learn a variety of embroidery stitches including chain stitch, herringbone, specking and patchwork. Personalise items of clothing using embroidery. A great stress-buster also!*

- 213 CROCHET (Beginners & Advanced) 7.30 – 10.00pm € 90**  
*Why not try your hand at crochet or improve your crochet skills? Crochet is so trendy right now. Learn to make your own autumn/winter tops, ponchos or baby wear. You will get hooked once you start! (8 weeks)*
- 214 DIGITAL FILM MAKING (An Introduction) € 90**  
*learn the skills to improve your home movies from a filmmaking professional – a guide to script, camera, sound, and editing for the beginner. From short films, music videos, family holidays to wedding videos – this course will improve your work!*
- 215 EXPLORE YOUR INNER ARTIST € 90**  
*An opportunity to 'play and experiment' with art materials to create unique flat and 3D art using both new and recycled materials through various techniques such as mosaic, paper making and embellishment, mixed media collage and more*
- 216 FILM STUDIES € 90**  
*This course will take you through every aspect of film appreciation and will explore all film genres. A treat for film buffs!*
- 217 FLORISTRY € 90**  
*Course covers bows, corsages, bouquets, arrangements and more. Notes given each week. Flowers and tools required.*
- 218 FIRST AID 8.00 – 9.30pm € 80**  
*A basic course which looks at first aid treatment of burns, fractures, haemorrhage and demonstrations of CPR. (8 wks)*
- 219 GERMAN € 90**  
*Learn to speak and write the language for all situations – work, rest and play – in a fun and relaxed atmosphere. All levels welcome.*
- 220 GUITAR (Improvers) 7.30 – 9.30pm € 90**  
*From beginner to improver – learn more chords, techniques and playing styles to help your performance.*
- 221 IMPROVE YOUR SPELLING € 50**  
*Does your spelling stop you writing what you want to say? Join the spelling class, improve your skills, write letters and fill in forms with confidence. (Max. class 10)*
- 222 IRISH LANGUAGE (Improvers) € 90**  
*For those who completed a beginners' course or want to brush up on their Irish.*
- 223 IRISH DANCING (Beginners) 7.30 – 8.30pm € 65**
- 224 IRISH DANCING (Improvers) 8.00 – 9.00pm € 65**  
*Be the envy of your friends on the dance floor by learning some popular traditional and new steps. Céilí team and solo dancing.*
- 225 ITALIAN (Beginners) € 90**  
*Basic introduction to the language, the people and the ways of Italy*
- 226 JOY OF COOKING € 90**  
*Practical cooking for everyone covering family meals to buffets and entertaining with stir fries, pasta dishes and easy to follow recipes.*

## WEDNESDAY

- 227 JUST FOR ME** € 90  
*Relax and have fun! Feel better mentally and physically using a combination of aromatherapy, massage, stress management, relaxation, nutrition and exercise.*
- 228 LAW FOR THE NON-LAWYER** € 90  
*Learn about areas of law which impact on our lives and get an understanding of what rights you have. Notes will be provided and group discussions will be encouraged.*
- 229 LIFE COACHING** € 90  
*Life coaching can help give you direction in life. Learn how to negotiate your personal journey through life by using a combination of life coaching techniques with meditation to be all that you can be. (8 weeks)*
- 230 PERSONAL MONEY MANAGEMENT** € 90  
*Taking control of YOUR money. Course is designed to improve your knowledge of personal finance and help make more informed decisions about money, money management and saving.*
- 231 SEASONS OF GROWTH** € 50  
*This 4 week educational programme will help you to deal with change, loss and grief. It provides an opportunity to understand and manage your particular loss experience.*
- 232 SIGN LANGUAGE 7.30 – 9.00 pm** € 100  
*Basic introduction to sign language for everyday use.*
- 233 WOODTURNING (Advanced)** € 95  
*Participants must be confident with lathe and tools and have completed at least one beginner's course.*
- 234 YOGA (Beginners) 7.00 – 8.25 pm** € 60
- 235 YOGA (Improvers) 8.35 – 10.00 pm** € 60  
*Bringing balance and harmony to body and mind, this Ancient Indian discipline will help you to relax, focus and improve physical and mental health*

### PARENTING COURSE TUESDAY 7.30 – 9.30pm

#### TOPICS COVERED

Parent/Teen Relationships / Parenting Styles / Child & Adolescent Development/ Coping Strategies / Peer Pressure / Communication / Friendship and more

**STARTS TUES 22<sup>nd</sup> SEPT (8 weeks) – €40**

**Fee refundable with 80% attendance)**

### Online Enrolment Procedure

1. Go on to [www.hartstown-cep.com](http://www.hartstown-cep.com)
2. Select the online enrolment option on the home page
3. Choose the course you want
4. Register

- 301 ASIAN COOKING** € 90  
*Learn how to create restaurant-style Indian and Thai cooking. Includes starters, side dishes and main courses. Learn tips, tricks and techniques. Mixture of demonstration and hands-on cooking.*
- 302 BOOK-KEEPING & ACCOUNTS (Beginners)** € 90  
*Introduction to the basic principles of accounting, debtors & creditor ledgers, bank reconciliation and preparation of wages/salaries (PAYE/PRSI), trial balance, final accounts and introduction to VAT.*
- 303 BODYSCULPT AEROBICS 7.30 – 8.25pm** € 60
- 304 BODYSCULPT AEROBICS 8.35 – 9.30pm** € 60  
*A fitness class combining a series of exercises to improve body tone and increase aerobic fitness.*
- 305 CAREER PLANNING** € 90  
*This practical course aims to help participants assess and identify career opportunities and threats in the workplace and to analyse their own strengths and developmental needs.*
- 306 COMPUTERS (Beginners) 6.45 – 8.15 pm** € 95  
*Pre-ECDL course for the absolute beginner. Familiarise yourself with your PC before taking the next step.*
- 307 COMPUTERS (Intermediate) 8.30 – 10.00 pm** € 95  
*Based on ECDL word processing module. Course will cover basic tasks through to advanced. Some previous computer knowledge required and access to a PC an advantage.*
- 308 CREATIVE CARD MAKING** € 90  
*An introduction to the various techniques involved in making your own greeting cards and scrapbook pages. Learn rubber stamping, embossing, decoupage, quilling and other aspects of card craft. (8 weeks) (Specialist kit required costing €25)*
- 309 CREATIVE WRITING** € 90  
*Have you ever wanted to write but thought you couldn't? Have you ever felt the fear of the blank page? Do you think you might like to write but have never tried? Bring paper and pen. No previous writing experience necessary.*
- 310 EXERCISE FOR THE OLDER ADULT 6.30 – 7.30pm** € 50  
*A very gentle exercise routine designed to get the heart rate moving and working more efficiently.*
- 311 GOLF (Beginners) 7.00 – 8.00pm** € 100  
*Learn rules, etiquette, equipment, grip, stance, swing and short game. Two classes held indoors, remaining classes held in Elmgreen Golf Centre. (6 weeks. Golf balls extra)*
- 312 GOLF (Improvers) 8.00 – 9.00pm** € 100  
*As above plus stance and swing improvements, driver and fairway shots. (6 weeks. Golf balls extra)*
- 313 GUITAR (Beginners) 7.30 – 9.30pm** € 90  
*Have fun learning guitar in this step by step class for total beginners*

- 314 HAIRDRESSING (Beginners)** € 90  
*Basic introduction to hairdressing to include cutting, perming, colouring and upstyles.*
- 315 INDIAN HEAD MASSAGE & RELAXATION 7.15 – 9.30** € 90  
*Learn how to give and receive a quality massage, easing tension and stress in the upper back, shoulders, arms, neck, head and face. Massage will be worked in a seated position through the clothes. A number of relaxation techniques will be used. (8 weeks)*
- 316 IRISH HERITAGE STUDIES** € 90  
*Gain an insight into some of the important aspects of our heritage and culture and look at some of the major heritage sites and historical artefacts in the museums of Ireland*
- 317 MASTER BREADMAKING** € 90  
*Master the skills and techniques involved in making your own fresh breads like soda bread with smoked cheese, focaccia, brown yeast breads. Also master the skill of traditional soups like wild mushroom & thyme and sweet potato & chilli.*
- 318 MEDITATION & RELAXATION** € 90  
*The course offers practical ways to relax, meditate and become still. It is designed for people who want to develop inner stillness, awareness and peace and destress from their busy lives.*
- 319 MUSIC (KEYBOARD)** € 90  
*Learn how to play some popular tunes on the keyboard. Keyboards supplied. Suitable for beginners*
- 320 PERSONAL DEVELOPMENT** € 90  
*Taking effective control of your life. Course covers self-esteem, assertiveness, communication and goal-setting. It incorporates a holistic and reflective outlook on life.*
- 321 PILATES (Beginners) 6.30 – 7.25pm** € 65
- 322 PILATES (Beginners) 7.30 – 8.25pm** € 65
- 323 PILATES (Improvers – 8 weeks) 8.30 – 9.30pm** € 65  
*Develops core muscle strength, relieves stress and back pain, improves balance and co-ordination..*
- 324 PHOTOSHOP** € 120  
*An introduction to Photoshop CS. This course will give you a good working knowledge of CS3. It covers the work area, the tools layers, masking, restoration and preparing images for printing and web publishing. Students should have a good working knowledge of Microsoft Windows and a basic understanding of photographic terms.*
- 325 POLISH** € 90  
*Whether you want to learn Polish for holiday, business or to surprise your friends from Poland this course will provide you with sufficient information and knowledge to communicate.*
- 326 PUBLIC SPEAKING AND PRESENTATION SKILLS** € 90  
*This fun and informative course provides all the skills and techniques required to confidently speak in front of an audience, whether preparing for a wedding speech or making a formal business presentation.*
- 327 SILVER JEWELLERY MAKING** € 150  
*Produce pendant, ring and earrings of your own design. An introduction to creativity, material and tool familiarisation. All materials included. (6 weeks)*

- 328 SKINCARE & MAKE UP** € 90  
*Enhance your appearance with professional advice and tips on make-up, skincare and general grooming from a qualified MAC make-up artist.*
- 329 SPANISH (Beginners)** € 90  
*Basic level of conversation for use in everyday situations.*
- 330 SPANISH (Improvers)** € 90  
*The next step for those who have completed a beginner's course.*
- 331 STAINED GLASS** € 130  
*This workshop involves both the traditional leaded glass and Tiffany (copper foil) methods. All materials included (6 weeks)*
- 332 TAI-CHI 7.00 – 8.15 pm** € 60
- 333 TAI-CHI 8.15 – 9.30 pm** € 60  
*Ancient Chinese art of exercise and meditation through gentle movement. Build natural strengths to handle everyday stresses.*
- 334 WOODTURNING (Beginners)** € 95  
*Learn all you need to know to start or improve your woodturning. No experience necessary, just a love of wood. Beginners will make a candlestick holder and a 2 piece lamp.*
- 335 YOGA - Hatha (Beginners) 7.00 – 8.25 pm** € 60
- 336 YOGA - Hatha (Beginners) 8.35 – 10.00 pm** € 60  
*Bringing balance and harmony to body and mind, this Ancient Indian discipline will help you to relax, focus and improve physical and mental health.*
- 337 YOU CAN HEAL YOUR LIFE** € 90  
*In this transformational workshop you will discover the mindset that has limited your success in business, financial abundance, intimate relationships, spiritual growth and more. (Course originally created by Louise L. Hay)*

**UNIVERSITY / FURTHER EDUCATION  
 INSTITUTIONS  
 ACCREDITED COURSES AT  
 HARTSTOWN COMMUNITY SCHOOL**

- NUI MAYNOOTH**
- CERTIFICATE IN ADDICTION STUDIES € 1100  
*One year course. Monday 7.00 – 10.00 pm with extra workshops. Participants must be 23 years or over.*
- FOUNDATION CERT IN ECONOMICS & FINANCE € 1200  
*One year course. Tuesday 7.00 – 10.00 pm with extra workshops. Participants must be 22 yrs on Jan 1<sup>st</sup> 2009*

- COLLEGE OF PROGRESSIVE EDUCATION (BLACKROCK)**
- SPECIAL NEEDS ASSISTANT CERT (FETAC Level 5) € 975  
*Monday 7.00 – 9.30pm (18 weeks) and 3 Saturday workshops*
- OPERATING AN EARLY YEARS CENTRE € 600  
 (FETAC Level 5) *Tuesday 7.00 – 9.30pm (12 Weeks) and 2 Saturday workshops*

## GENERAL INFORMATION

### FEES

1. Fees are payable on enrolment.
2. Fees are non-refundable except where a class is not formed. In such a case, you may choose another class or have your fee refunded.
3. Fees cover tuition and the use of the building only. Materials used are at the discretion of the tutors and must be paid for separately.
4. A discount of €15 per course on production of Senior Citizens Pension Book.

### CLASSES

1. The formation of classes depends on demand & availability of teachers.
2. Transfer from one class to another is not permitted except with the permission of the Adult Education Director.
3. Numbers may have to be restricted in certain courses.
4. Courses are provided for those over 16 years of age.
5. All adult classes are of 10 weeks duration unless otherwise stated.

### OTHER

1. Only credit card bookings will be accepted by telephone.
2. Smoking is not permitted on school premises and grounds.
3. All students attend at their own risk. The Board of Management cannot accept any responsibility for injury to any person or for property stolen or mislaid on the premises. Please advise tutor of any relevant medical condition

## DATES FOR YOUR DIARY

	MON	TUES	WEDS
<b>WEEK 1</b>	Sept 21 <sup>st</sup>	Sept 22 <sup>nd</sup>	Sept 23 <sup>rd</sup>
<b>WEEK 2</b>	Sept 28 <sup>th</sup>	Sept 29 <sup>th</sup>	Sept 30 <sup>th</sup>
<b>WEEK 3</b>	Oct 5 <sup>th</sup>	Oct 6 <sup>th</sup>	Oct 7 <sup>th</sup>
<b>WEEK 4</b>	Oct 12 <sup>th</sup>	Oct 13 <sup>th</sup>	Oct 14 <sup>th</sup>
<b>WEEK 5</b>	Oct 19 <sup>th</sup>	Oct 20 <sup>th</sup>	Oct 21 <sup>st</sup>
<b>MID-TERM BREAK NO CLASSES</b>			
<b>WEEK 6</b>	Nov 2 <sup>nd</sup>	Nov 3 <sup>rd</sup>	Nov 4 <sup>th</sup>
<b>WEEK 7</b>	Nov 9 <sup>th</sup>	Nov 10 <sup>th</sup>	Nov 11 <sup>th</sup>
<b>WEEK 8</b>	Nov 16 <sup>th</sup>	Nov 17 <sup>th</sup>	Nov 18 <sup>th</sup>
<b>WEEK 9</b>	Nov 23 <sup>rd</sup>	Nov 24 <sup>th</sup>	Nov 25 <sup>th</sup>
<b>WEEK 10</b>	Nov 30 <sup>th</sup>	Dec 1 <sup>st</sup>	Dec 2 <sup>nd</sup>

## POSTAL ENROLMENT FORM

Name: .....

Address: .....

Phone: ..... (Day) ..... (Night)

**Course Title:** ..... **Course No:** .....

1<sup>st</sup> Choice ..... No: .....

2<sup>nd</sup> Choice ..... No: .....

Amount Enclosed €.....

(Cheque/Postal Order/Money Order – No Cash Please)

Credit Card Application:

Mastercard      Visa      Laser

Credit Card No.

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Expiry Date .....

Cardholder's Name .....

Please Note:

1. UNLESS YOU ARE CONTACTED BY THE SCHOOL YOU HAVE BEEN ACCEPTED ON YOUR FIRST CHOICE COURSE.
2. FULL COURSE FEES MUST ACCOMPANY THIS FORM.
3. CHEQUES MADE PAYABLE TO HARTSTOWN COMMUNITY SCHOOL.

**ADULT EDUCATION DEPARTMENT  
 HARTSTOWN COMMUNITY SCHOOL  
 DUBLIN 15**