

CHOOSE BELFAST MET CHOOSE SUCCESS

**Full-Time  
Courses**



**MADE  
FOR  
MORE**



**belfastmet.ac.uk**

# WELCOME

**First of all, I would like to say how delighted we are that you are considering joining us for the next big step in your education. We pride ourselves on the wide range of courses available, our great team and first-rate facilities. We know you will find everything you need at Belfast Met to help you fulfil your full potential.**

Our goal is simple – to provide you with the technical and professional skills you will require for a future career. Our teaching staff bring real world knowledge to a wide range of courses that are carefully crafted with the needs of employers in mind.

At Belfast Met, you'll find a highly diverse and inclusive learning community, one of the great strengths of our College and one we respect and celebrate. We want you to not only learn but thrive. Above all, we want you to enjoy your time here as you gain the skills you need to succeed in the classroom, the workplace and beyond!

**Principal and Chief Executive  
Louise Warde Hunter**

*Louise Warde Hunter*



CHOOSE BELFAST MET CHOOSE SUCCESS

# MADE FOR MORE

Contents







## Campus Facilities & Student Spaces



All our student spaces offer a student support hub where you can get information on student funding, inclusive learning, careers and student wellbeing.



### Titanic Quarter Campus

The base for our student council and the hub for our wide range of clubs and societies, as well as pool, foosball and table tennis facilities.



[Click to explore Titanic Quarter Campus](#)

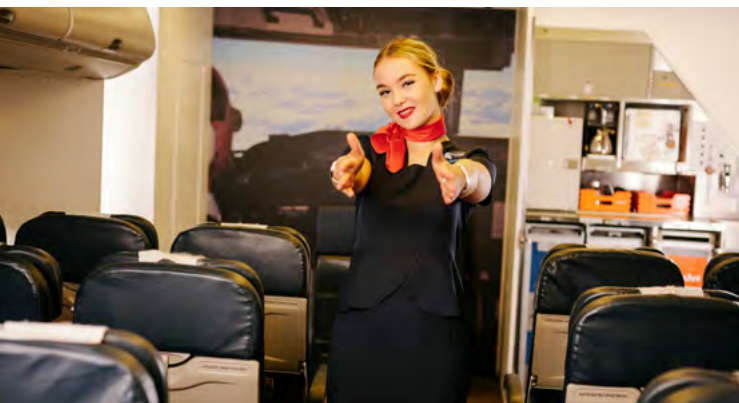


### e3 Campus

Situated less than 10 minutes from Belfast city centre, e3 houses modern, spacious and comfortable meeting rooms of various capacities and configurations to suit all business requirements. The state-of-the-art venue also includes a production kitchen and specialist media studio facilities for hire.



[Click to explore e3 Campus](#)



### Castlereagh Campus

As well as the student common room, Castlereagh boasts sports facilities, with the rugby academy and girls' sports club meeting every week.



[Click to explore Castlereagh Campus](#)



### Millfield Campus

Our second-floor common room provides space to unwind, with pool and table tennis tables and game consoles and range of games for your use.



[Click to explore Millfield Campus](#)



# Student Support Services



## Student Support

Coming out of a pandemic and into a cost of living crisis has heightened the many barriers to education and learning that our students face. To help you overcome these barriers and enable you to strive towards your full potential, we have a wealth of student support services including: Student Wellbeing, Inclusive Learning, Careers and Employability, Student Funding, Students' Union, Student Counselling and a dedicated College Safeguarding Team. Details of all of these services can be found here:



[Student Support](#)

## Student Welfare and Well-Being

We have a dedicated centre for student wellbeing whose purpose is to create an inclusive environment that supports and empowers students. We aim to do this through timely and accessible information. Providing guidance and access to services which will enable you to understand and proactively manage your wellbeing and mental health. We put on emphasis on not just preventing problems and/or seeking help, but promoting positive wellbeing. Our approach is friendly, confidential and student empowerment focused.



[Student Wellbeing](#)

## Library and Information Service

Our modern and vibrant Library Service is designed to provide resources to students both on and off campus. Electronic resources are available 24/7 through our remote learning facilities and our libraries provide physical resources and support for over 50 hours a week.



[Library Services](#)

## Careers and Employability

Sometimes knowing where to start is the hardest part. However it is important to take time to consider the various career and pathway options each course can lead to.

Belfast Met's Careers and Employability team is here to help you to better understand career and course options in order that you choose the course that is right for you. When you are on your course, you can also talk to us about how to enhance your skills and qualifications as well as availing yourself of professional support to help you achieve your next step.

Our Careers and Employability service holds the 'Matrix@ National Quality Award for information, Advice and Guidance. Contact us on **028 9026 5066** or email: [careers@belfastmet.ac.uk](mailto:careers@belfastmet.ac.uk) to make an appointment.



[Careers and Employability Services](#)



## Student Funding

For information, advice and guidance on funding options that may be available to you whilst studying please go to [page 64](#), or contact our Student Funding team on **028 9026 5183** or email:

[StudentFunding@belfastmet.ac.uk](mailto:StudentFunding@belfastmet.ac.uk)



[Student Support Services](#)

## Inclusive Learning

At Belfast Met we welcome and encourage applications from students who have a disability, learning difficulty or long term medical condition. We are committed to ensuring that you have an equal opportunity to gain the maximum benefit from your experience here at the College. We are a dedicated, professional team who operate on all College Campuses. We have a range of specialist services that we can offer while you are in College.



[Inclusive Learning](#)

## Student Counselling

Belfast Met provides a student counselling service. The service is professional, confidential and free to the student. This service is delivered by Inspire Wellbeing.



## Students' Union



The Students' Union has three main aims.

### 1. Student Voice:

We support your elected Student Council and help to train and support your Class Reps too; ensuring the student voice is heard within the College.

### 2. Student Engagement:

We support and promote various extracurricular activities such as a range of sports clubs and societies.

### 3. Student Welfare:

We campaign for and promote several initiatives targeted at improving student welfare.



[Students Union](#)

## Guide to Qualifications



**Different types of qualifications are grouped together into various levels. This can help you and employers to see how different qualifications compare and how one qualification can lead on to another. The levels are based on the standards of knowledge, skill and competence needed for each qualification. Although qualifications at the same level are equivalent, they can vary in content and the length of time they take to complete.**

### What is Further Education? (Levels 1– 3)

If you want to develop your skills to advance your career, further education can provide the training and qualifications, delivered in a flexible way, to meet your demands.

### Entry Level Qualifications

If you want to gain a qualification that is recognised across the UK, but don't feel ready for GCSEs or equivalent qualifications, an Entry Level Certificate could be for you. These qualifications are available in a wide range of subjects and can help increase your skills and knowledge and boost your confidence. They are known as certificates or awards, and are open to anyone interested in gaining a recognised qualification. There are no entry requirements.

### Pearson BTECs, OCR, City & Guilds and Other Vocational Qualifications

These are work-related qualifications that are available in a wide range of subjects. Many have been designed in collaboration with industry, so they can equip you with the skills and knowledge that employers are looking for.

The qualifications offer a mix of theory and practice and can also include an element of work experience. They can take the form of, or be part of, a technical certificate, which is also one of the key components of an Apprenticeship.

### A-Levels

It is possible to take full A-Levels in one year as a full-time or part-time option, provided entry criteria are met.

AS (Advanced Subsidiary) and A2 (Advanced level) qualifications normally take two years to complete full-time, although they are also available to study part-time. The qualification is split into two parts, with one part studied in each year; Advanced Subsidiary level (AS Level) is year one and the second part, known as the A2 Level, is year two.

The AS Level is a qualification in its own right, and the AS Level combined with the A2 Level forms the complete A-Level qualification. Most students studying for A-Levels take three or four AS Levels in their first year. Doing this means you can keep your options open about what subjects to study as a full A-Level.

### What is Higher Education? (Levels 4-7)

The College offers a range of technical and vocational HE courses.

For more information visit [page 20](#).



Qualifications & Equivalencies		
Level	Title	Equivalent to
6	BA (Hons)	Bachelor Degrees
	BSc (Hons)	
5	Level 5 Higher National Diploma	Foundation Degrees
		Higher National Diplomas Diplomas of Higher Education and Further Education
4	IAM Level 4 Diploma in Administration Management	Certificates of Further Education
3	Level 3 Extended Diploma	Three GCE A-Levels
	QCF Level 3 NVQ Diploma	Three GCE A-Levels
	Level 3 Diploma	Two GCE A-Levels
	Level 3 (90-Credit) Diploma	1.5 GCE A-Level
	Level 3 Subsidiary Diploma	One GCE A-Level
2	Level 2 Diploma	Four GCSEs A*-C
	Level 2 Extended Certificate	Two GCSEs A*-C
	Level 2 Traineeship Diploma	Five GCSEs A*-C
1	Level 1 Certificate/Award	GCSEs D-G

## Minimum Entry Requirements (Level 1-3)



**General entry requirements for full-time Further and Higher Education programmes at Belfast Met are outlined in this section.**

### Further Education (Entry Level to Level 3)

#### Entry Level and Level 1

- Students must be at least 16 years of age on or before 1 July 2024.
- Students must have completed a programme of general education to Key Stage 4.
- Students must have achieved grade D-G (or equivalent) in GCSE English Language. Applicants who have not achieved grade D-G (or equivalent) must provide evidence of English Language competency. Click [here](#) for more information.

#### Level 2

- Students must be at least 16 years of age on or before 1 July 2024.
- Students should have at least **three points** at Level 2. See tables opposite.
- Students must have completed a programme of general education to Key Stage 4.
- Students must have achieved grade D-G (or equivalent) in GCSE English Language. Applicants who have not achieved grade D-G (or equivalent) must provide evidence of English Language competency. Click [here](#) for more information.

#### Level 3 (Vocational)

- Students must be at least 16 years of age on or before 1 July 2024.

- Students must have completed a programme of general education to Key Stage 4.
- Normally students must have achieved grade C (or equivalent) in GCSE English Language. Please refer to individual course admission requirements on course web pages. Students who have not achieved a Grade C or Essential Skills Level 2 Communication will be required to undertake Essential Skills Communication as part of their programme of study. Applicants who do not have the above must provide evidence of English Language competency. Please refer to the course details page for specific details. Click [here](#) for more information.

Schools will continue to liaise with ESOL & Modern Languages Curriculum area to assess required competency of English Language.

Students must have one of the following:

- **Four GCSEs** at Grade C or above (in some circumstances, applicants with a qualifications profile equating to **12 points** with a minimum of three GCSEs at Grade C or above will be accepted). See table on **page 13**.
- BTEC First Diploma or Certificate (with a qualification profile equivalent to **12 points** or above). See table on **page 13**.
- NVQ Level 2 in a relevant subject area.
- Leaving Certificate (a profile equivalent to **12 points** of which three subjects must be at Grade C3 or above at ordinary level). See table on **page 13**.

Please note students admitted for Levels 1-3 without a Grade C or above in GCSE English Language, Mathematics or ICT will be required to undertake Essential Skills qualifications in Literacy, Numeracy or ICT.

Students undertaking a qualification in Digital Technology / ICT will be exempt from having to undertake ICT Essential Skills.

**The College welcomes applications from students who do not have academic qualifications but who wish to apply by virtue of experience. For further information, please refer to the [Recognition of Prior Learning \(RPL\) process](#) on our website.**

### Enhanced Entry Requirements

Some courses may enhance the entry requirements above the minimum. Exceptions are noted within the 'Requirements' section under each individual course.

In order to support learners in achieving their potential, progress reviews will be undertaken during their programme. Where appropriate, the target qualification may be reviewed and amended in line with projected learner outcomes as an agreed result of the progress review process.

## Provide evidence of English Language competency process

### Contact Belfast Met

studentportal@belfastmet.ac.uk  
028 90265 265

### Referral

- Curriculum Area
- International Office

### Demonstrate Competency

- Alternative qualifications / evidence
- Diagnostic assessment

### Next Steps

- Meet course entry requirements
- Alternative options



# Minimum Entry Requirements (Level 1-3) Continued



A Guide to Qualifications (Levels 1-3)		
Level	Title	Equivalent to
3	Level 3 Extended Diploma	Three GCE A-Levels
	QCF Level 3 NVQ Diploma	Three GCE A-Levels
	Level 3 Diploma	Two GCE A-Levels
	Level 3 (90-Credit) Diploma	1.5 GCE A-Level
	Level 3 Subsidiary Diploma	One GCE A-Level
2	Level 2 Diploma	Four GCSEs A*-C
	Level 2 Extended Certificate	Two GCSEs A*-C
	Level 2 NI Traineeship	Five GCSEs A*-C (inc English & Mathematics)
1	Level 1 Certificate/Award	GCSEs D-G

Key Skills/Essential Skills	
Grade	Belfast Met Points Tariff
Level 2	3
Level 1	2

GCSE Points Tariff		
Grade	Grade (9-1)	Belfast Met Points Tariff
A*	9 or 8	6
A	7	5
B	6	4
C*/C	5 or 4	3
D	3	2
E-G	2	1

Leaving Cert Ordinary Level	
Grade	Belfast Met Points Tariff
A1	6
A2	5
B1-B3	4
C1-C3	3
D1-D3	2

BTEC First Diploma	
Grade	Points
Distinction	20
Merit	16
Pass	12

BTEC First Certificate	
Grade	Points
Distinction	10
Merit	8
Pass	6

Occupational Studies	
Grade	Belfast Met Points Tariff
Double Award Level 2	6
Single Award Level 2	3
Double Award Level 1	2
Single Award Level 1	1

# English language qualifications

All courses within Belfast Met are delivered and assessed in English, apart from language specific courses. Your competence in English must be verified prior to enrolling on your chosen course. Belfast Met accepts the following qualifications as evidence of Level of English.

	CEFR	Generally Accepted ELT levels	IELTS	Cambridge Main Suite
Proficient User	C2	Lower Advanced / Advanced	IELTS 7-9	Cambridge CPE grade A-C
		High Intermediate / Lower Advanced	IELTS 6-7	Cambridge CAE grade A-C
	C1			Cambridge FCE grade A-C
Independent User	B2	Intermediate / high Intermediate	IELTS 5-6	Cambridge PET Pass / Merit grade
	B1	Pre-intermediate / Intermediate	IELTS 4-5	Cambridge KET Pass / Merit grade
	A2	Elementary / Pre-Intermediate	IELTS 2-4	
Basic User	A1	Beginner /Elementary	IELTS 1	

The table above is based upon the Common European Framework for Languages (CEFR)  
[CEFR - Common European Framework of Reference for Languages.](#)



### **Please note:**

- **Applicants must meet all entry requirements for individual courses and some courses may have enhanced English language requirements.**
- **Applicants should also check the English language criteria for progression to other further and higher education institutions as these may vary.**
- **Where a GCSE grade in English is specified as the only qualification accepted, other English competency qualifications may not apply.**
- **Where an ESOL qualification is used, the appropriate level must be achieved across all skills - Reading, Writing, Speaking & Listening.**
- **Other qualifications may be accepted as evidence of level of competency on a case by case basis.**



## Your FIRST CHOICE for A-Levels



Make Belfast Met your first choice for A-Levels, with a wide range of subjects to choose from, there is something for everyone. You will study at our Titanic Campus where you will find modern facilities and a real university feel, where our dedicated staff will help prepare you for future study and employment.

We recognise that for many learners A-Levels are a pathway to university and you will be supported through the completion of your UCAS application. The College maintains strong partnerships with local universities to enhance progression opportunities and many of our students have achieved exceptional academic success whilst others have progressed directly into employment or other training. Our dedicated careers service is always available on campus to support you in your next steps.

Supporting you in achieving success in your A-Levels is our priority and you will be allocated an Advisor of Studies who will work with our Year Heads and College management to ensure you have the best learning experience possible. This high level of pastoral care and support for learners is one of our key strengths and 93% of our A-Level students agree that Belfast Met is a great place to study.

### AS Level

- 16 or over on 1st July 2024.
- At least 20 points at GCSE, which includes five passes at grade C or above.
- The Subject-specific requirements can be found on the table on [page 18](#).

### A2 Level

- 17 or over on 1st July 2024.
- Must have passes (grades A-E) at AS Level in chosen subjects awarded by the same Awarding Organisation. (We may be able to accept students with passes in Economics and Sociology sat through Awarding Organisations other than AQA.)

### Fast Track A-Level

- 18 or over on 1st July 2024.
- Must have a pass grade (A\*-E) in at least one A-Level subject.
- At least 25 points at GCSE including five passes at grade C.
- The subject-specific requirements can be found in the table on [page 19](#).



GCSE Points Tariff for A-Levels		
Grade	Grade (9-1)	Belfast Met Points Tariff
A*	9 or 8	6
A	7	5
B	6	4
C*/C	5 or 4	3
D	3	2
E	2	1





## First & Second Year A-Level

Subject	GCSE minimum Grade C or as stated below for subjects indicated
<b>Biology</b>	Double Award Science minimum Grade BB or Grade C GCSE Biology plus English and Maths. <b>Must</b> also take another STEM related subject.
<b>Business Studies</b>	English & Maths (preference to C* and above in either subject)
<b>Chemistry</b>	Double Award Science minimum Grade BB or Grade C in GCSE Chemistry plus English and Maths. <b>Must</b> also take another STEM related subject.
<b>Digital Technology</b>	English & Maths.
<b>Economics</b>	English & Maths with a minimum Grade B in at least one of these subjects.
<b>English Literature</b>	English minimum Grade B.
<b>Film Studies</b>	English minimum Grade B.
<b>Geography</b>	English, Maths and Geography, with a minimum Grade B in at least one of these subjects.
<b>Government &amp; Politics</b>	English & Maths.
<b>History</b>	English minimum Grade B.
<b>Maths</b>	Maths minimum Grade B (Higher Tier). Students who have not already passed GCSE Further Maths <b>Must</b> take it in addition to their A Level subjects.
<b>Media Studies</b>	English Grade B & Maths
<b>Physics</b>	Maths minimum Grade B plus Double Award Science minimum Grade BB or Grade B in GCSE Physics plus English and Maths at Grade C. <b>Must</b> also take another STEM related subject. Students who have not already passed GCSE Further Maths must take it in addition to their A-Level subjects.
<b>Religious Studies</b>	English & Religion.
<b>Sociology</b>	English & Maths.
Spanish	Spanish Grade C & English & Maths
<b>Criminology*</b>	English & Maths. (A Level equivalent as a certificate in AS)



# Fast Track A-Level

Subject	GCSE minimum Grade C or as stated below
Biology	Double Award Science minimum Grade BB or Grade C GCSE Biology.
Chemistry	Double Award Science minimum Grade BB or Grade C in GCSE Chemistry.
Digital Technology	English & Maths.
Maths	Maths minimum Grade B (Higher Tier). Students without pass grades in GCSE Further Maths or AS Maths <b>Must</b> take GCSE Further Maths in addition to their A Level subjects.
Physics	Maths minimum Grade B plus Double Award Science minimum Grade BB or Grade B in GCSE Physics.

**Please note:** This list is subject to change dependent on demand for subjects. Applicants hoping to take A-Level Science subjects on the Fast Track course should have prior experience of having studied at least one Science subject at A-Level.



Higher Education



**Make us your first choice for...**

## HIGHER EDUCATION

Belfast Met offers a selection of Higher Education (HE) courses at all levels, specifically tailored to industry demand and run in conjunction with top UK education providers.

Our HE partners include Queen's University Belfast, the Open University, Ulster University and the University of Dundee. We also offer a range of professional and technical awarding organisation programmes including the Institute of Leadership and Management, Chartered Institute of Personnel and Development, the Chartered Institute of Marketing and Pearson BTEC Higher Nationals.

As well as full degrees and foundation courses with our Higher Education partners, we offer a wide range of vocational and professional development courses, both full-time and part-time. All our Higher Education programmes face the same external checks and audits as a traditional university programme.





# Number One

Higher Education  
provider for overall  
student satisfaction  
in Belfast

## National Student Survey 2023

### Why Belfast Met for Higher Education?



#### Choice

The widest range of courses available for Higher Education in Northern Ireland and you can apply for up to five courses without affecting your UCAS choices. (Please note some courses go through UCAS.)



#### Cost

You will benefit from significantly lower costs than universities, which means less student debt in the future.



#### Job opportunities

Our courses reflect industry demand, providing you with the skills you need to get the job you want.



#### Location

With four main campuses in Belfast, getting to classes is easier than ever, not to mention the great student nightlife.



#### Graduation

All students studying at Level 4 and above may be eligible to graduate from Belfast Met at our ceremonies held in November.



## Higher Education Entry Criteria



Each Higher Education programme has its own distinct entry requirements, with its own minimum number of UCAS points required for entry. On some programmes, applicants must also hold subject specific qualifications to gain a place. Therefore, it is essential that you check entry requirements for each programme you are applying for. Please note, these are qualifications that applicants must have completed and certified to gain entry onto the respective programmes.

Applicants must hold a GCSE pass at Grade C/4 or above in both English Language and Mathematics. Level 2 Certificate in Essential Skills - Application of Number and Essential Skills Literacy may be regarded as an acceptable alternative to GCSE Maths and English.

We recognise that prior learning or experience may give some students credit towards a qualification to gain entry onto a programme or credit towards a programme of study. Please refer to our Accreditation of Prior Learning (APL) process at:



[APL Guidance Notes for HE Applicants 2023](#)

Please also note:

The College reserves the right to increase the entry requirements for all Higher Education provision based on demand and required academic standards, as specified by the Awarding Body/ Validating Organisation.

Applicants applying to programmes validated by university partners (UU, QUB and OU) who hold international qualifications must provide certificates to determine equivalence before an offer can be made.





# Higher Education *Graduation*

Every November, Belfast Met's students are rewarded for their hard work and achievements at a prestigious Higher Education Graduation Ceremony held in the iconic Titanic Belfast.

The special ceremony is followed by entertainment, refreshments and photography, ensuring amazing memories from the day are captured. So, what are you waiting for? Take on a course at Belfast Met and soon you could be celebrating too!

For further information visit: [www.belfastmet.ac.uk](http://www.belfastmet.ac.uk)  
or email: [MarketingandDesign@belfastmet.ac.uk](mailto:MarketingandDesign@belfastmet.ac.uk)

## #MadeAtTheMet





## Academic & Continuing Education

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The School curriculum plays an important role in promoting social inclusion and diversity in the College, with courses that are designed to remove barriers to education and support progression for all.



Contact:

[ace@belfastmet.ac.uk](mailto:ace@belfastmet.ac.uk)





# Essential Skills and GCSE

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## Essential Skills

- City and Guilds qualifications available in: Literacy, Numeracy and ICT at Entry Level, Level 1 and Level 2.
- Compulsory component of your course if you do not have a GCSE Grade C in English Language, Maths and/ or ICT.
- Essential Skills Level 2 is comparable to GCSE Grade C.
- For those with a GCSE grade D in English and maths, we offer assessment to progress to our 1-WEEK fast-track option. Essential Skills fast track courses will take place in September 2024.
- If you are planning to go on to further study (e.g. university), please check if a GCSE qualification (rather than Essential Skills) is required.

## GCSE

- If you have achieved a D in English or maths and **are enrolling on a fulltime FE or HE course in the College**, there is the opportunity to improve your results in these subjects alongside your vocational programme **provided that your vocational timetable allows for attendance.**
- The GCSE will require weekly attendance for the full academic year.
- **Initial assessments are mandatory** to assess suitability for our GCSE courses.
- We would advise undertaking 1 of these GCSE subjects per academic year.
- Anyone achieving ES Level 2 in the first year of their course, may wish to enrol on GCSE in year two, particularly if university entrance requirements state that a GCSE C or above in English or maths is necessary.

## Assessment For Essential Skills and GCSE

- GCSE Assessments will take place in June 2024.
- Assessments will take place August 2024 during the College's FE Endorsement period.
- Please contact Alison Young [ayoung@belfastmet.ac.uk](mailto:ayoung@belfastmet.ac.uk) for further information

# Academic & Continuing Education Subjects

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## A-Levels

### A-Levels

Level 3 Fast Track A-Level (Full-time)  
(AS/A2 combined in one year) >

Level 3 A2 Level (Full-time)  
(Second Year A-Level) >

Level 3 AS Level (Full-time) >

## Access to University

### Access Diploma

Access Diploma in History/English Literature  
(Full-time) (Validated by Queen's University) >

Access Diploma in Sociology/Psychology  
(Full-time) (Validated by Queen's University) >

Access Diploma in Sociology/Psychology  
(Part-time) (Day) (Validated by Queen's University) >

Access Diploma in Sociology/Psychology  
(Part-time) (Evening)  
(Validated by Queen's University) >

Access Diploma in Maths and Physics  
(Full-time) (Validated by Queen's University) >

Access Diploma in Maths and Finance  
(Full-time) (Validated by Ulster University) >

## Access to University

Access Diploma in Computing for the Economy  
(Full-time) (Validated by Ulster University) >

Access Diploma in Computing for the Economy  
(Part-time) (Validated by Ulster University) >

## Certificate in Higher Education

### Combined Social & Behavioural Science

Certificate In Higher Education (Part-time) (Day) >  
(Validated by Ulster University)

Certificate In Higher Education (Part-time) (Evening) >  
(Validated by Ulster University)

### Humanities

Certificate In Higher Education  
in Combined Humanities (Part-time) (Day) >  
(Validated by Ulster University)

## Full-time GCSE Programme

### GCSEs

Level 2 Full-time GCSEs >



## Centre for Skills & Apprenticeships

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The Centre for Skills & Apprenticeships welcomes all those interested in developing a career via the NI Traineeships, Apprenticeships and Higher Level Apprenticeships we offer within our College community. A career journey through the Skills and Apprenticeships route will help advance your personal and professional skills, offering an exciting opportunity for you to build a long-term career across the broad and diverse range of Skills and Apprenticeships offered by our College.



Contact:

[apprenticeships@belfastmet.ac.uk](mailto:apprenticeships@belfastmet.ac.uk)





## Centre for Skills & Apprenticeships

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Skills and Apprenticeships provide a professional and technical career pathway and present an exciting opportunity to develop the skills needed to launch a successful career in your chosen profession while working towards accredited qualifications.

The NI Traineeships programmes offered will provide a valuable opportunity for you to gain an insight into some of the in-demand core skills areas to help you decide and develop your chosen career route through work placement, designed to give you the opportunity to explore the world of work.

NI Traineeships will allow you to progress and further develop your skills to advance to an employed Apprenticeship.

The Apprenticeship and Higher Level Apprenticeship pathways offer you the opportunity to earn while you learn, permitting you to gain valuable industry-recognised qualifications from Level 2 through to a Level 5 Foundation Degree and Level 6 top-up degrees for IT. Start your career journey by making Belfast Met your College of Choice for your chosen profession.

We are committed to helping you decide on your chosen pathway via our broad range of Skills & Apprenticeship programmes and qualifications offered, and we look forward to receiving your application.

Programme	NI Traineeships
Associated subject areas	<p>The new NI Traineeship programme will be available in a range of sectors from September 2022 with further traineeships being introduced in the following year. Training for Success Skills for Work Level 2 provision will no longer be available.</p> <p>NI Traineeships are currently available in the following areas (more subjects to be added so please visit <a href="http://www.belfastmet.ac.uk/apprenticeships/traineeships/">www.belfastmet.ac.uk/apprenticeships/traineeships/</a> for any further updates).</p> <ul style="list-style-type: none"> <li>• Bricklaying</li> <li>• Childcare</li> <li>• Engineering (Fabrication &amp; Welding)</li> <li>• Hairdressing</li> <li>• Health and Social Care</li> <li>• Hospitality &amp; Tourism Team Member</li> <li>• IT</li> <li>• Joinery</li> <li>• Motor Vehicle (Light)</li> <li>• Plumbing and Heating</li> <li>• Professional Chef</li> <li>• Sport</li> <li>• Woodworking Skills</li> </ul>
Duration (approx)	Normally 2 years to complete but some vocational areas are 1 year programmes.
Age (approx)	16+
Qualifications at entry	Check entry requirements for each subject area.
EMA / Wage	<p>Traineeship participants may be entitled to an Education Maintenance Allowance. EMA pays £30 per week and is available to 16-19 year old (means tested) and based on attendance. Bonuses are also payable on the achievement of qualifications. Learners may also be eligible to apply for a Further Education Grant or Hardship Fund. Further details available on web site.</p>
Hours	To be confirmed.
Holidays	Yes + bank holidays.
Student card	Yes.
Support person	Tutor and Course Co-Ordinator.
Additional information	Trainees will be eligible to apply for a bus pass - issued by Education Authority (EA). Trainees may be entitled to free school meals also issued by EA.
<div>30</div> Contact information	E: <a href="mailto:apprenticeships@belfastmet.ac.uk">apprenticeships@belfastmet.ac.uk</a> <div> <div></div> <div></div> <div></div> </div>



Programme	Apprenticeships NI	
Associated subject areas	<div> <b><u>College Based</u></b> <ul style="list-style-type: none"> <li>• Alarms</li> <li>• Brickwork</li> <li>• Business Admin</li> <li>• Childcare</li> <li>• Civil Engineering</li> <li>• Electrotechnical</li> <li>• Fabrication &amp; Welding</li> <li>• Hairdressing</li> <li>• IT Infrastructure</li> </ul> </div> <div> <ul style="list-style-type: none"> <li>• IT Software Development</li> <li>• Joinery</li> <li>• Motor Vehicle</li> <li>• Printing</li> <li>• Plumbing</li> <li>• Professional Cookery</li> </ul> </div>	<b><u>Direct Delivery – Work Based</u></b> <ul style="list-style-type: none"> <li>• Customer Service</li> <li>• Food &amp; Beverage Services</li> <li>• Financial Services</li> <li>• Front of House Hospitality Services</li> <li>• Kitchen Services</li> <li>• Retail Skills</li> <li>• Sales and Telesales</li> <li>• Management &amp; Team Leading</li> <li>• Warehousing and logistics</li> </ul>
Duration (approx)	2 years (Direct Delivery is up to two years).	
Age (approx)	16+	
Qualifications at entry	Check entry requirements for each subject area.	
EMA / Wage	£5.28 as of April 2023.	
Hours	Employed for at least 21 hours Aim = 4 days with employer and 1 day in College or workplace delivery.	
Holidays	Employer terms and conditions.	
Student card	Yes.	
Support person	Skills Support Coach or Trainer Assessor.	
Additional information	<ul style="list-style-type: none"> <li>• Personalised Training plan</li> <li>• Regular reviews</li> <li>• Maths, English, ICT Support if required</li> </ul>	
Contact information	E: <a href="mailto:apprenticeships@belfastmet.ac.uk">apprenticeships@belfastmet.ac.uk</a> <div>    </div>	

Programme	Higher Level Apprenticeships		
Associated subject areas	<ul style="list-style-type: none"> <li>•Accountancy</li> <li>•Arts</li> <li>•Business Data Management</li> <li>•Children’s Care Learning and Development</li> <li>•Civil Engineering</li> <li>•Culinary Arts</li> <li>•Event management</li> <li>•Hospitality &amp; Tourism</li> <li>•IT Cyber Security &amp; Networking Infrastructure</li> <li>•IT Cloud Application Development</li> <li>•Marketing</li> <li>•Procurement</li> <li>•Print</li> </ul>		
Duration (approx)	Minimum 2 years.		
Age (approx)	18+		
Qualifications at entry	According to Sector Skills/Awarding Body.		
EMA / Wage	Salary commensurate with the job role, as a minimum must adhere to Northern Ireland National Minimum Wage and National Living Wage Regulations.		
Hours	Minimum 21 hours. Aim = 4 days with employer and 1 day in College.		
Holidays	Employer terms and conditions.		
Student card	Yes.		
Support person	Skills Support Coach.		
Additional information	<ul style="list-style-type: none"> <li>• Personalised Training plan</li> <li>• Regular reviews</li> </ul>		
<div>32</div> Contact information	E: <a href="mailto:apprenticeships@belfastmet.ac.uk">apprenticeships@belfastmet.ac.uk</a>		<div></div> <div></div> <div></div>

# Skills & Apprenticeships Subjects

## Apprenticeships

### Customer Service

[Level 2 Apprenticeship >](#)

[Level 3 Apprenticeship >](#)

### Business Administration

[Level 2 Apprenticeship >](#)

[Level 3 Apprenticeship >](#)

### Hospitality - Front of House Reception

[Level 2 Apprenticeship >](#)

### Hospitality - Food & Beverage

[Level 2 Apprenticeship >](#)

[Level 2 Kitchen Services >](#)

### Hospitality Services

[Level 2 Apprenticeship >](#)

### Hospitality - Supervision & Leadership

[Level 3 Apprenticeship >](#)

### Management

[ILM Level 3 Diploma in Management >](#)

### Providing Financial Services

[Level 3 Apprenticeship >](#)

### Providing Financial Services - Insurance

[Level 3 Apprenticeship >](#)

## Retail

[Level 2 Apprenticeship >](#)

[Level 3 Apprenticeship >](#)

## Sales

[Level 2 Apprenticeship >](#)

## Team Leading

[Level 2 Apprenticeship >](#)

## Accountancy

### Accountancy

[Level 5 Higher Level Apprenticeship >](#)

### Accounting Technology

[BSc \(Hons\) Accounting Technology \(Top Up\)>](#)  
(Validated by The Open University)

## Alarms

### Providing Electronic Fire and Security Systems

[Level 3 Diploma \(Apprenticeship\) >](#)

## Business

### Business Data Management

[Higher Level Apprenticeship - Foundation Degree >](#)  
(Validated by The Open University)

## Culinary Arts

[Higher Level Apprenticeship - Foundation Degree >](#)  
(Validated by The Open University)

# Skills & Apprenticeships Subjects

## Carpentry and Joinery

[Level 2 Diploma \(Castlereagh\)](#)  
[\(Traineeship/Apprenticeship\) >](#)

[Level 2 Diploma \(Millfield\)](#)  
[\(Traineeship/Apprenticeship\) >](#)

[Level 3 Diploma \(Castlereagh\) \(Apprenticeship\) >](#)

[Level 3 Diploma \(Millfield\) \(Apprenticeship\)](#)

## Construction

### Bricklaying

[Level 2 Diploma \(Traineeship/Apprenticeship\) >](#)

### Civil Engineering

[Level 3 National Diploma \(Apprenticeship\) >](#)

[Level 5 Higher Level Apprenticeship](#)  
[Foundation Degree \(Validated by Ulster University\) >](#)

## Childcare

[Level 3 Childcare Apprenticeship Day >](#)

[Level 3 Childcare Apprenticeship Evening >](#)

[Level 2 Childcare Apprenticeship >](#)

[Level 2 Childcare Traineeship >](#)

[Level 2 Childcare \(Introductory Traineeship\) >](#)

### Children's Care Learning and Development (HLA)

[Level 5 Higher Level Apprenticeship \(Part-time\) >](#)

## Electrotechnical

[Level 3 \(Apprenticeship\) >](#)

## Engineering

### Fabrication and Welding

[Level 2 Diploma \(Traineeship/Apprenticeship\) >](#)

### Engineering

[Level 3 Diploma \(Apprenticeship\) >](#)

## Events Management

[Level 5 Higher Level Apprenticeship >](#)  
[\(Validated by Ulster University\)](#)

## Hairdressing

[Level 2 Diploma \(Traineeship\) >](#)

## Health and Social Care

[Level 2 Health & Social Care](#)  
[\(Introductory Traineeship - 2 Years\) >](#)

[Level 2 Health & Social Care \(Traineeship\) \(Fast Track\) >](#)

## Hospitality

### Hospitality Management

[Level 5 Higher Level Apprenticeship >](#)  
[\(Validated by Ulster University\)](#)

### Hospitality & Tourism Team Member

[Level 2 Diploma \(Traineeship\) >](#)

# Skills & Apprenticeships Subjects

## Information Technology

### IT Infrastructure Technician

Level 3 Technical Extended Diploma - Apprenticeship >

### Software Development

Level 3 Technical Extended Diploma - Apprenticeship >

## Marketing

Level 5 Higher Level Apprenticeship >  
(Validated by Ulster University)

## Motor Vehicle

### Light Vehicle Maintenance and Repair

Level 2 Diploma (Castlereagh) (Traineeship/Apprenticeship) >

Level 2 Diploma (Millfield) (Traineeship/Apprenticeship) >

## Pharmacy

Level 3 Diploma Apprenticeship >

## Plumbing

Level 2 Diploma (Castlereagh) (Traineeship/Apprenticeship) >

Level 2 Diploma (Millfield) (Traineeship/Apprenticeship) >

## Professional Cookery

### Professional Chef

Level 2 Diploma (Apprenticeship) >

## Professional Cookery

Level 3 Diploma (Apprenticeship) >

## Cyber Security/Cloud Computing

### Cyber Security with Cloud and Network Infrastructure

Foundation Degree - Higher Level Apprenticeship >  
(Validated by The Open University)

### Cyber Security with Cloud and Network Infrastructure (Top Up)

BSc (Hons) Degree - Higher Level Apprenticeship >  
(Validated by The Open University)

### Software and Cloud Development with Data Analysis

Foundation Degree - Higher Level Apprenticeship >  
(Validated by the Open University)

### Software and Cloud Development with Data Science (Top Up)

BSc (Hons) Degree - Higher Level Apprenticeship >  
(Validated by The Open University)

## Sport

Level 2 Traineeship in Sport >

## Science

Level 3 Applied Science Apprenticeship >

Level 3 Pharmacy Services Apprenticeship >



## Employed Pathway

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### Apprenticeships NI

**As an apprentice, you will be a new or existing employee in a Northern Ireland-based company, working with experienced staff to learn and develop your skills. An apprentice also receives 'off-the-job' training, usually on a day-release basis with the College, to work towards achieving vocational qualifications and Essential Skills qualifications (reading, writing, maths and ICT).**

Belfast Met will meet with you and your employer to discuss your training needs and will then develop a training programme for you. We will be with you every step of the way throughout your learning journey to support you to ensure you achieve your apprenticeship. Usually you are with the employer four days a week and with the College one day a week and your employer will pay you for your time spent with the College.

Belfast Met works closely with employers to deliver full on-the-job training where possible via our Trainer Assessor delivery, allowing all aspects of the ApprenticeshipsNI framework to be delivered in your place of work.

### Apprenticeships NI Key Facts:

#### Who

As an apprentice, you will be a new or existing employee in a Northern Ireland-based company, working a minimum of 21 hours weekly with experienced staff to learn and develop your skills open to all age apprenticeships. You must secure employment to be eligible for an ApprenticeshipsNI course.

For more details, go to [www.nidirect.gov.uk](http://www.nidirect.gov.uk) and search Apprenticeships or contact the ApprenticeshipsNI team at [apprenticeships@belfastmet.ac.uk](mailto:apprenticeships@belfastmet.ac.uk)

#### What

Training is available at Level 2 and 3 across a breadth of qualification frameworks in a diverse range of professional and technical areas fully funded by Department for the Economy.

#### Why

When working as an Apprentice, you will earn while you learn, work alongside experienced professional staff, receive off-the-job specific training and gain valuable accredited recognised qualifications.

#### Where

The training will happen in your place of work and, depending on your employer, may involve day release to Belfast Met. Belfast Met works this out with your employer based on the specific Apprenticeship you undertake.

#### How

Ensure you meet the entry criteria and have an employer who is supportive, focused and engaged in the ApprenticeshipsNI ethos. If you are unemployed, we have some opportunities that may help with employment. We can offer support and guidance with employment and can provide leads to emerging opportunities.

## Belfast Met is a ‘Partner of Choice’ for training delivery partners

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Belfast Met’s Centre for Skills and Apprenticeships (CfSA) is actively engaged with our Delivery Partner Network to deliver training and apprenticeships across the city region. Belfast Met plays a central role in co-designing new innovative delivery models of work-based learning and is supported by our delivery partners to deliver a broad range of skills and talent development solutions.

The College employs new cutting-edge technology including the new learning platform “Met LIVE” virtual studio which embraces our ‘Partner of Choice’ commitment to ensure that we can fully interact with learners from across Belfast and throughout Northern Ireland. The College’s training models deliver education and training that provide vital employment and valuable career opportunities.

Belfast Met is committed to developing and maintaining strong partnerships, to share opportunities and to further develop insight and innovation.

Please check the College website for updates and further developments for our Delivery Partner Network.



Department for the  
**Economy**  
[www.economy-ni.gov.uk](http://www.economy-ni.gov.uk)

**Apprenticeships**



## Non-Employed Pathway NI Traineeship



Traineeships

The NI Traineeship programme provides a high-quality vocational education and training programme at Level 2 and is aimed at school leavers who aspire to work within a specific sector. The Traineeship will be available to all school leavers and adults providing participants with the skills and qualifications necessary to secure employment in their chosen occupation, including transition to an Level 2 apprenticeship during the programme. The traineeship will allow participants to progress to an apprenticeship at Level 3 or, alternatively, to Further Education at Level 3.

A Traineeship Programme comprises the following key elements:

- A main vocational qualification in the chosen occupational area;
- Skills development;
- Transversal and digital skills;
- Work placement;
- Literacy and numeracy qualifications at Level 2 (may include GCSE qualifications in English and Mathematics);
- Additional qualifications deemed necessary for work within a sector e.g. Health and Safety, CSR, manual handling.

**NI Traineeships will be available in the following areas (more subjects to be added so please visit [www.belfastmet.ac.uk/apprenticeships/traineeships/](http://www.belfastmet.ac.uk/apprenticeships/traineeships/) for any further updates).**

- |                                     |                                       |
|-------------------------------------|---------------------------------------|
| • Bricklaying                       | • Joinery                             |
| • Childcare                         | • Motor Vehicle (Light)               |
| • Hairdressing                      | • Plumbing and Heating                |
| • Health and Social Care            | • Professional Chef                   |
| • Hospitality & Tourism Team Member | • Sport                               |
| • IT                                | • Engineering (Fabrication & Welding) |
|                                     | • Woodworking Skills                  |

### Traineeship Diploma

On successful completion of a traineeship, participants will receive a full Traineeship Diploma equivalent to five GCSEs at grades A\*-C (including English and Mathematics qualifications at Level 2).

### Duration

The majority of NI Traineeships will typically take up to two years to complete on a full-time basis. Some NI Traineeships take one year to complete, including:

- Animal Care
- IT
- Health and Social Care
- Childcare
- Hairdressing
- Travel and Tourism

### Entry Requirements

Applicants will be required to hold a minimum of a Level 1 qualification defined as four GCSEs at grades D-G including Maths and English grades D-F or equivalent.

## Progression

### Achievement of the Full Traineeship Diploma

Those that complete the qualifications equivalent to five GCSEs at Grade C Passes including English (or Communications Level 2) and Maths (or Application of Number Level 2) will receive an overarching **Traineeship Diploma** issued by the Department for the Economy.

### Partial Achievement

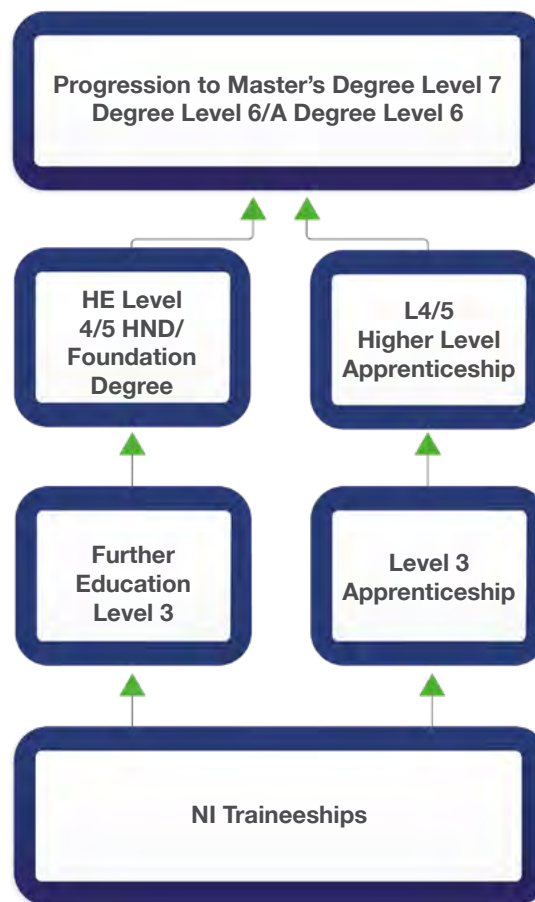
Trainees who do not achieve all of the components will be recognised for partial achievement. This may mean that the trainee passes the Technical Qualification but does not achieve Level 2 Communication or Level 2 Numeracy. Trainees who have partial achievement may be able to progress to FE Level 3.

### Progression

On completion of the Traineeship, you can progress within Belfast Met to a Level 3 Further Education course or a Level 3 Apprenticeship (possibly with your work placement employer). This can lead you to Higher Education options.

If you become employed during your NI Traineeship, you can progress to Apprenticeship Level 2.

This information is correct at the time of publishing, however, it may be subject to change and no course advertised is guaranteed. For full disclaimer, see [page 73](#).



## Trainee Support

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### Education Maintenance Allowance (EMA)

Traineeship participants may be entitled to an Education Maintenance Allowance (EMA), which is means tested. It pays £30 a week and is available to 16-to-19-year-olds attending the Traineeship. Attendance is monitored and payment is dependent on full weekly attendance in all subject areas including placement. Bonuses are also payable on the achievement of qualifications.

EMA Application forms are available online.

### Further Education Grant

Trainees can apply for an FE Grant, which is means tested and non-repayable.

The deadline to be guaranteed support is 30th June, although applications are open until the 30th September.

### Hardship Fund

If you are aged 18 or over on 1 July 2023 and suffering from financial hardship you may be eligible for financial assistance through the College's Hardship Fund.

### Online Learning

If you are required to engage with online learning, Belfast Met will facilitate this by lending the IT equipment that you require.

### Equipment

Trainees will receive free Health and Safety Equipment and Personal Protective Equipment (PPE).

### Travel/Bus Pass

Trainees will be eligible to apply for a bus pass. Bus passes are issued through the Education Authority (EA).

To receive a bus pass, a trainee must:

- Be under 19 on 1st July before start of the academic year.
- Be studying a Further Education course only.
- Live at least three miles from their nearest college.

Trainees will also be reimbursed for travel costs to their work placement.

### Free School Meals

Trainees under 18 years of age at 31st July before the start of the academic year may be entitled to free school meals. Applications must be made by your parent or guardian to the Education Authority. School meal tickets will be available from reception and should be collected on a weekly basis.

### Pastoral Care

Trainees will receive a high level of Pastoral Care from College Staff with appropriate support mechanisms in place.

\*The above information contained in this document is subject to change.





## Higher Level Apprenticeships



## Apprenticeships

A Higher Level Apprenticeship offers a new and exciting employed pathway for learners to gain professionally recognised qualifications at Level 4 and Level 5 whilst actively working in paid employment with partner employers. Belfast Met proactively work with national, regional and local employers to develop partnerships to provide the level of mentoring and support to offer learners the opportunity to undertake a Higher Level Apprenticeship.

The entry requirements for a Higher Level Apprenticeship target both those with A Level qualifications who wish to explore a different learning journey and provide a valuable upskilling opportunity for current employees seeking to develop new skills. Each programme has varied entry requirements as detailed in the prospectus. Please contact [apprenticeships@belfastmet.ac.uk](mailto:apprenticeships@belfastmet.ac.uk) for individual course enquiries.

### Higher Level Apprenticeships: Key Questions

#### What Higher Level Apprenticeships are available?

Currently Higher Level Apprenticeships are available in a range of occupational areas including Accountancy, Civil Engineering, Cloud & App Development, Cyber Security, Hospitality & Tourism Management, Marketing, Event Management, Business Data Management, Culinary Arts, Procurement, Print and Leadership in Childcare..The development of Higher Level Apprenticeships is a continuous collaboration with the Department for the Economy and Belfast Met to provide learning solutions derived from employers' needs for upskilling in key areas of development synergised with local businesses' growth strategies.

#### What qualifications do Higher Level

#### What qualifications do Higher Level Apprenticeships offer?

Higher Level Apprenticeships that we currently offer include qualifications from Level 4 up to Level 5. It is anticipated that Higher Level Apprenticeships will be available in the future at Level 7 and Level 8 (Post Graduate Awards).

#### Who is eligible to apply?

Opportunities are available for new employees or an existing employee in a new job role to gain qualifications from Level 4 upwards. Entry requirements will depend on the apprenticeship pathway.

An apprentice needs to:

- **be employed or be about to take up paid employment as an apprentice with a Northern Ireland based company**
- **be working a minimum of 21 hours per week (which includes time for 'off-the-job' training)**
- **meet the entry requirements of their chosen occupation**
- **be the minimum school-leaving age in Northern Ireland**

#### How long does it take to complete a Higher Level Apprenticeship?

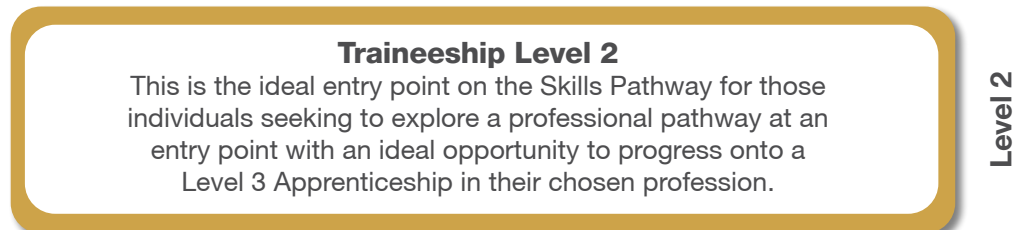
The duration of a Higher Level Apprenticeship will vary depending on the programme. It will take a minimum of 2 years to complete.

# Skills & Apprenticeships Learner Pathway

## Employed Pathway



## Non-Employed Pathway







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**The Belfast Business School delivers a wide-ranging curriculum, which is aligned to the needs of the local economy. We are developing future leaders in marketing, business, accounting, hospitality, tourism and events. Our focus is on in-depth, real world knowledge and transferable skills as demanded by industry.**



**Contact:**

**[bbsinfo@belfastmet.ac.uk](mailto:bbsinfo@belfastmet.ac.uk)**



# Belfast Business School Subjects

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## Administration

### Administration

[Level 3 Diploma >](#)

## Accountancy

[Level 5 Higher Level Apprenticeship >](#)

[Level 5 Foundation Degree >](#)

[\(Validated by Ulster University\)](#)

## Accounting Technology

[BSc \(Hons\) Accounting Technology \(Top Up\)>](#)

[\(Validated by The Open University\)](#)

## Bakery

### Professional Bakery

[Level 2 Diploma >](#)

## Business

### Business

[Level 2 First Extended Certificate >](#)

[Level 3 National Extended Diploma >](#)

[Level 5 Higher National Diploma >](#)

## Business Data Management

[Higher Level Apprenticeship - Foundation Degree >](#)

[\(Validated by The Open University\)](#)

[Level 5 Foundation Degree >](#)

[\(Validated by The Open University\)](#)

## Event Management

### Events with Travel and Tourism

[Level 3 Extended Diploma >](#)

## Events Management

[Level 5 Higher Level Apprenticeship >](#)

[\(Validated by Ulster University\)](#)

[Level 5 Foundation Degree >](#)

[\(Validated by Ulster University\)](#)

[Level 5 Foundation Degree >](#)

[\(Validated by Ulster University\) \(Part-time\)](#)

## Hair, Beauty and Barbering

### Barbering

[Level 2 Diploma >](#)

[Level 3 Diploma >](#)

[Level 3 Diploma NVQ >](#)

### Beauty Therapy

[Level 2 >](#)

### Body and Spa Therapy

[Level 3 Diploma >](#)

### Hairdressing

[Level 2 Diploma \(Traineeship\) >](#)

[Level 3 Diploma >](#)



# Belfast Business School Subjects

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## Hair, Beauty and Barbering

### Hair and Media Makeup

[Level 2 Diploma >](#)

[Level 3 Diploma >](#)

### Nail Treatments

[Level 2 Technical Certificate >](#)

## Hair and Beauty Management

### Hair and Beauty Management (Beauty Pathway)

[Level 5 Extended Diploma >](#)

### Hair and Beauty Management (Media Makeup Pathway)

[Level 5 Extended Diploma >](#)

### Hair and Beauty Management (Part-time)

[Level 5 Extended Certificate >](#)

## Hospitality

### Hospitality & Tourism Team Member

[Level 2 Diploma \(Traineeship\) >](#)

### Food & Beverage Service Supervision

[Level 3 Diploma >](#)

### Hospitality

[Level 3 Extended Diploma >](#)

## Hospitality

### Hospitality Management

[Level 5 Higher Level Apprenticeship >](#)  
(Validated by Ulster University)

## Culinary Arts

### Culinary Arts

[Higher Level Apprenticeship - Foundation Degree >](#)  
(Validated by The Open University)

## Professional Cookery

### Professional Chef

[Level 2 Diploma \(Apprenticeship\) >](#)

[Level 2 Diploma \(Traineeship\) >](#)

### Professional Cookery

[Level 3 Diploma \(Apprenticeship\) >](#)

## Marketing

### Marketing

[Level 5 Higher Level Apprenticeship >](#)  
(Validated by Ulster University)

[Level 5 Foundation Degree >](#)

(Validated by Ulster University)

## Travel and Tourism

### **Cabin Crew**

Level 2 Certificate (Year 1)

Level 3 Introductory Diploma in  
Travel & Tourism (Year 2) >

### **Travel and Tourism**

Level 3 Extended Diploma >

Level 5 Foundation Degree >  
(Validated by Ulster University)

Level 5 Foundation Degree >  
(Validated by Ulster University) (Part-time)





Creative &  
Digital Industries

.....

From Fashion and Visual Effects to Graphic Design and Music, our school combines artistry with cutting-edge technology, as well as providing the tools to succeed in the tech and creative industries.



Contact:

[creativedigital@belfastmet.ac.uk](mailto:creativedigital@belfastmet.ac.uk)



# Creative & Digital Industries Subjects

## Art and Design

[Level 2 Diploma in Art and Design Skills >](#)

[Level 3 National Extended Diploma in Art and Design Practice >](#)

[Level 4 Foundation Diploma >](#)

## Creative Media

[Level 3 National Extended Diploma - \(Visual Effects\) >](#)

[Level 3 National Extended Diploma - \(Animation\) >](#)

## Graphic Design

[Level 3 Technical in Graphic Design >](#)

## Graphic Design and Illustration

[Level 5 Foundation Degree >](#)  
(Pending Validation from The Open University)

## Digital Art & Animation for Visual Effects (VFX) and Virtual Production

[Level 5 Foundation Degree >](#)  
(Validated by The Open University)

## Computing Technologies

### Computing (Software Engineering)

[Level 5 Higher National Diploma >](#)

## Software Engineering

[Level 5 Foundation Degree >](#)  
(Validated by Ulster University)

## Cyber Security/Cloud Computing

### Cyber Security with Cloud and Network Infrastructure

[Foundation Degree - Higher Level Apprenticeship >](#)  
(Validated by The Open University)

### Cyber Security with Cloud and Network Infrastructure (Top Up)

[BSc \(Hons\) Degree - Higher Level Apprenticeship >](#)  
(Validated by The Open University)

### Cyber Security with Cloud and Network Infrastructure (Top Up)

[BSc \(Hons\) Cyber Security and Networking Infrastructure \(Top-Up\) \(Full-time\) >](#)  
(Validated by The Open University)

[BSc \(Hons\) Cyber Security and Networking Infrastructure \(Top-Up\) \(Part-time\) >](#)  
(Validated by The Open University)

[BSc \(Hons\) - Higher Level Apprenticeship Cyber Security and Networking Infrastructure \(Top Up\) >](#)  
(Validated by The Open University)

## Esports

### Esports

[Level 3 National Diploma >](#)

[Level 5 Foundation Degree >](#)  
(Validated by The Open University)

# Creative & Digital Industries Subjects

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## Electronic Engineering

### Electronic Engineering

Level 3 Extended Diploma in Electrical/  
Electronic Engineering >

### Electrical/Electronic Engineering

Level 5 Higher National Diploma >

### Engineering (Electrical/Electronic Engineering) in Industrial Automation

Level 5 Higher National Diploma >

## Fashion

### Fashion

Level 2 Diploma in Art and Design Skills -  
Fashion/Wearable and Textiles >

Level 3 National Extended Diploma in Art and  
Design Practice - Fashion and Clothing >

### Fashion Production and Business

BSc (Hons) Degree >  
(Validated by The Open University)

## Film, TV and Videography

### TV and Film

Level 3 National Extended Diploma  
TV and Film >

## Commercial Photography & Cinematography

Level 5 Foundation Degree >  
(Validated by The Open University)

## Acting and Production for Screen and Multimedia

Level 5 Foundation Degree >  
(Pending Validation from The Open University)

## Film Production

Level 5 Foundation Degree >  
(Validated by The Open University)

## Games Development

Level 2 Technical Diploma >

Level 3 Extended Diploma >

Level 3 Extended Diploma (Castlereagh) >

## Game Art, Design and Development

Level 5 Foundation Degree >  
(Pending Validation from The Open University)

## Information Technology

Level 2 Diploma in IT >

## IT Infrastructure Technician

Level 3 Technical Extended Diploma  
(Cyber Security) >

Level 3 Technical Extended Diploma –  
Apprenticeship >



## Journalism

### Journalism & Documentary Production

[Level 5 Foundation Degree >](#)  
(Pending Validated by The Open University)

### Sports Media

[Level 5 Foundation Degree >](#)  
(Validated by The Open University)

## Software and Cloud Development

### Software Development

[Level 3 Technical Extended Diploma - Apprenticeship >](#)

[Level 3 Technical Extended Diploma - Application Data Practitioner \(Software Development\) – Castlereagh >](#)

[Level 3 Technical Extended Diploma - Application Data Practitioner \(Software Development\) – Millfield >](#)

### Software and Cloud Development with Data Analysis

[Level 5 Foundation Degree \(Full-time\) >](#)  
(Validated by the Open University)

[Level 5 Foundation Degree \(Part-time\) >](#)  
(Validated by the Open University)

[Foundation Degree - Higher Level Apprenticeship \(Validated by the Open University\) >](#)

### Software, Cloud and Application Development With Data Science (Top Up)

[BSc \(Hons\) Degree Software, Cloud and Application Development \(Top-Up\) \(Full-time\) >](#)  
(Validated by The Open University)

[BSc \(Hons\) Degree Software, Cloud and Application Development \(Top-Up\) \(Part-time\) >](#)  
(Validated by The Open University)

[BSc \(Hons\) Degree - Higher Level Apprenticeship \(Validated by The Open University\) >](#)

## Music

### Music

[Level 2 Diploma in Music Industry Skills >](#)

[Level 3 National Extended Diploma in Music \(Production\) >](#)

[Level 3 National Extended Diploma in Music \(Performance\) >](#)

### Music (Production) (Artist Development)

[Foundation Degree in Music and Sound for Media >](#)  
(Pending Validation from The Open University)



## Health, Wellbeing & Inclusion

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The School provides a wide range of full and part time courses to meet the needs and interests of students with special educational needs and additional support needs. Whether it's in Health and Social Care, Counselling, Sport, or Children's Care and Education, the staff and students in the School for Health, Wellbeing and Inclusion have a united desire to make a difference. Our courses equip students with specialist knowledge, skills and qualifications that are recognised for employment in these sectors in practitioner, supervisory and in leadership and managerial roles. We provide a wide range of academic and vocational study options with clear progression pathways, as well as continuous professional development opportunities. All of our courses include applied learning elements, such as a work placement or project-based learning and active learning. This will make your learning more relevant and enjoyable. It will also help you to develop self-confidence and transferable skills to give you a real edge in your academic and career success.



Contact: [hcsinfo@belfastmet.ac.uk](mailto:hcsinfo@belfastmet.ac.uk)



# Health, Wellbeing and Inclusion Subjects

## Childcare, Childhood Studies

[Level 2 Childcare Traineeship >](#)

[Level 2 Introductory Traineeship >](#)

[Level 2 Childcare Apprenticeship >](#)

[Level 2 Childcare - Early Years \(Part time\) >](#)

[Level 3 Childcare - Early Years \(Part-time\) >](#)

[Level 3 Childcare Apprenticeship Day >](#)

[Level 3 Childcare Apprenticeship Evening >](#)

[Level 3 Diploma/Extended Diploma in Childcare >](#)

[\\*Level 5 Diploma in Leadership for Children's Care, Learning and Development \(Management\) >](#)

[\\*Level 5 Diploma in Leadership for Children's Care, Learning and Development \(Management\) Higher Level Apprenticeship \(Part-time\) >](#)

## Early Childhood Studies

[Level 5 Foundation Degree >](#)  
(Queen's University Belfast offered in conjunction with Stranmillis University College)

## Playwork

[\\*Level 5 Diploma \(Part-time\) >](#)

\*Full funding available

## Teaching Assistant

[Level 3 Childcare - Teaching Assistant \(Part-time\) >](#)

[Level 3 Childcare - Teaching Assistant >](#)

[Level 4 Certificate Advanced Practitioner in Schools and Colleges \(Part-time\) >](#)

## Counselling

### Counselling Skills

[Level 2 Certificate \(Part-time\) \(Day\) >](#)

### Counselling Studies

[Level 3 Certificate \(Part-time\) \(Day\) >](#)

[Level 3 Certificate \(Part-time\) \(Evening\) >](#)

[Level 4 Certificate \(Part-time\) \(Day\) >](#)  
(In collaboration with Ulster University)

[Level 4 Certificate \(Part-time\) \(Evening\) >](#)  
(In collaboration with Ulster University)

### Integrated Counselling Practice

[Level 5 Foundation Degree \(Part-time\) \(Day\) >](#)  
(Validated by Ulster University)

[Level 5 Foundation Degree \(Part-time\) \(Evening\) >](#)  
(Validated by Ulster University)

### Therapeutic Counselling Supervision

[Level 6 CPCAB Certificate \(Part-time\) >](#)

# Health, Wellbeing and Inclusion Subjects

## Health and Social Care

### Health & Social Care

Level 2 Health and Social Care  
(Introductory Traineeship - 2 Years) >

Level 2 Health and Social Care (Traineeship)  
(Fast Track) >

Level 2 Health and Social Care  
(Part-time) (Day) >

Level 3 BTEC Diploma in Health & Social Care  
(Full-time) (Millfield) (Three A Level equivalent) >

NCFE Level 3 Diploma in Health & Social Care  
(Part-time) (Day) (Millfield) >

Level 5 Foundation Degree in  
Health & Social Care >  
(Validated by Ulster University)

### Healthcare Practice (Health & Social Care)

Level 4 Higher National Certificate (Full-time) >

Level 4 Higher National Certificate (Part-time)  
(Evening) >

### Social Work

BSc (Hons) Degree >  
(In collaboration with Ulster University)

### Social & Community Work (Community Development)

Level 4 Higher National Certificate >

## Public Services

Level 3 Diploma in Public Services/  
Uniformed Protective Services >

## Sport

### Sports Academy

Sports Academy - Boxing >

Sports Academy - Football >

Sports Academy - Rugby >

## Sport

Level 2 Traineeship in Sport >

Level 3 Sporting Excellence and Performance  
(Millfield) >

## Physical Education and Sport

Level 5 Foundation Degree >  
(validated by Stranmillis University College)

## Sport and Exercise Science

Level 3 Sport and Exercise Science >

Pearson BTEC Level 4/5  
Higher National Certificate / Diploma >

## Sports Coaching & Performance Analysis

Level 5 Foundation Degree >  
(pending validation from the Open University)

## Sport

### Sports Massage Therapy

[Level 3 Active IQ Diploma in Sports Massage Therapy \(Part-Time\) \(Day\) >](#)

[Level 3 Active IQ Diploma in Sports Massage Therapy \(Part-Time\) \(Evening\) >](#)

[Active IQ Level 4 Diploma in Sports Massage Therapy \(Part-time\) \(Day\) >](#)

### Gym Instructing and Personal Training

[Level 3 Active IQ \(Millfield\) >](#)

[Level 3 Active IQ \(Titanic Quarter Campus\) >](#)

## Supported Learning

### Pathfinder

[Level 1 >](#)

### Independence for Life and Work

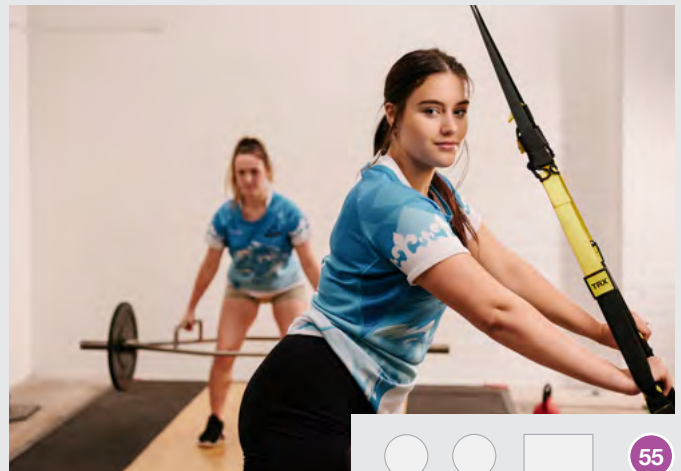
[Entry Level 1/3 >](#)

### Skills for Employment

[Level 1 >](#)

### Positive Action

[Entry Level 3 >](#)







Science, Engineering  
& Construction

Belfast Met has acquired the prestigious STEM assured status, guaranteeing a stellar standard in science, technology, engineering and maths. Our offering is designed with the help of employers and delivered by teams with years of industry experience.



Contact:

[scienceengconstruction@belfastmet.ac.uk](mailto:scienceengconstruction@belfastmet.ac.uk)



# Science, Engineering and Construction Subjects

## Alarms

### Providing Electronic Fire and Security Systems (Apprenticeship)

[Level 3 Diploma >](#)

## Animal Care

[Level 2 Diploma >](#)

## Animal Management

### Animal Management

[Level 3 National Extended Diploma >](#)

### Animal Management (Animal Science)

[Level 5 Higher National Diploma >](#)

## Architectural Technology

[Level 5 Foundation Degree >](#)

(Validated by Ulster University)

## Construction

### Construction Skills

[Level 1 Diploma >](#)

## Bricklaying

[Level 2 Diploma \(Traineeship/Apprenticeship\) >](#)

### Construction Engineering with Surveying

[Level 5 Foundation Degree >](#)

(Validated by Ulster University)

## Construction and the Built Environment

### Construction and the Built Environment

[Level 2 First Diploma >](#)

[Level 3 National Foundation Diploma >](#)

[Level 3 National Extended Diploma >](#)

[Level 4 Higher National Certificate >](#)

## Civil Engineering

### Civil Engineering

[Level 3 National Extended Diploma >](#)

[Level 3 National Diploma \(Apprenticeship\) >](#)

[Level 5 Foundation Degree >](#)

(Validated by Ulster University)

[Level 5 Foundation Degree >](#)

(Validated by Ulster University) (Higher Level Apprenticeship)

## Electrotechnical

### Electrotechnical

[Level 3 Apprenticeship >](#)

## Engineering

### Fabrication and Welding

[Level 2 Diploma \(Traineeship/Apprenticeship\) >](#)

### Engineering

[Level 3 Diploma \(Apprenticeship\) >](#)

# Science, Engineering and Construction Subjects

## Mechanical Engineering

[Level 3 Diploma \(Artemis Apprenticeship\) >](#)

[Level 5 Foundation Degree >](#)

(Validated by Queen's University Belfast)

## Carpentry and Joinery

[Level 2 Diploma \(Castlereagh\)  
\(Traineeship/Apprenticeship\) >](#)

[Level 2 Diploma \(Millfield\)  
\(Traineeship/Apprenticeship\) >](#)

[Level 3 Diploma \(Castlereagh\)  
\(Apprenticeship\) >](#)

[Level 3 Diploma \(Millfield\) \(Apprenticeship\) >](#)

## Motor Vehicle

### Light Vehicle Maintenance and Repair

[Level 2 Diploma \(Castlereagh\)  
\(Traineeship/Apprenticeship\) >](#)

[Level 2 Diploma \(Millfield\)  
\(Traineeship/Apprenticeship\) >](#)

## Plumbing

[Level 2 Diploma \(Castlereagh\)  
\(Traineeship/Apprenticeship\) >](#)

[Level 2 Diploma \(Millfield\)  
\(Traineeship/Apprenticeship\) >](#)

## Property, Housing and Planning

### Property, Housing and Planning

[Level 5 Foundation Degree >](#)

(Validated by Ulster University)

## Science

### Access to University – Biological/ Biomedical Science

[Level 3 Diploma \(1 Year Full Time\)](#)

[Level 3 Diploma \(2 Years Full Time\)](#)

### Applied Sciences

[Level 2 Extended Certificate >](#)

[Level 3 National Diploma \(Apprenticeship\) >](#)

[Level 3 National Extended Diploma  
\(Biomedical Science\) >](#)

### Applied Sciences (Biology)

[Level 4 Higher National Certificate >](#)

### Applied Sciences (Forensic Science)

[Level 5 Higher National Diploma >](#)

### Biological Sciences

[Level 5 Foundation Degree >](#)

(Validated by Queen's University Belfast)

### Pharmacy

[Level 3 Diploma Apprenticeship >](#)





## Fees and Support



**Tuition fees are payable in full at the time of enrolment. Payment is accepted online via Worldpay, or by cash, direct debit, or credit card.**

### Direct Debit

Students can arrange for fees to be paid by direct debit if their course is of at least 16 weeks duration and the total cost is greater than £200, with students paying a minimum of 25% of the total fee upfront, followed by three equal monthly payments by direct debit. Fully completed Direct Debit Forms must be provided at time of enrolment.

### Payment by Sponsor or Employer

Please provide all information that will enable us to raise any appropriate invoices and allow your sponsor to pay on your behalf. Please bring a letter to your enrolment confirming their intention to pay your fees. It remains your personal responsibility to ensure your fees are paid.

### Refund Policy

The College policy is that all tuition fees are paid in full and are not refundable. The exceptions are as follows:

- A course is cancelled by the College, in this case students will be Offered either a place on an alternative course, or full refund.
- If the time, day or evening of the class has been changed and the student is unable to continue attending because of these changes.
- Other applications shall be considered only in exceptional circumstances by a member of the College Directorate or Head of Finance.
- All applications must be in writing to the Finance Department.
- Where a refund had been authorised the student will be refunded within 20 working days.

### Student Loans Company

If your fees are to be paid by the Student Loan Company (SLC), then, at time of enrolment, you must present a letter from SLC confirming they will pay the fees, or evidence that you have applied for funding. Otherwise, you will pay fees at time of enrolment. Please note that if you withdraw before completing your course, SLC will not pay your tuition fees in full. You will be expected to pay the balance in this case.





## Student Funding Information

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**The following information provides a brief overview of the various funding opportunities that may be available for Full-time courses at Belfast Met.**

### **EMA**

Students aged between 16 and 19 on or between 2 July 2023 and 1 July 2024 and studying a Full-time Further Education course may be eligible to receive £30 per week. This is a means-tested award based on household income.

### **Travel Pass**

Students aged under 19 on 1 July 2024, studying a Full-time Further Education course and living at least three Miles from the College, with no closer College offering a similar course, may be eligible for a travel award.

### **Care to Learn Scheme**

Students aged between 16 and 19 who have care of a child may be eligible to receive assistance with childcare and travel costs under this scheme.

### **Further Education Grant Full-time**

Students must be 19 or over on 1 July 2024. This is a means-tested award for Full-time Further Education students up to a maximum of £2,092.

### **Please Note:**

**Applications for the Further Education Award usually open in April and close at the end of October 2024.**

### **Further Education Grant Childcare**

Students must be 20 or over by the start of their course and eligible for the Further Education Award Full-time or Part-time. The Award provides funding towards childcare costs; however, applicants must indicate that they require childcare support when completing their Further Education grant application.

### **Higher Education Full-time**

Students undertaking HNDs, Degrees and Foundation Degrees may seek financial support from Student Finance NI for the following: Tuition Fee loan, Maintenance loan, Maintenance grant. Additional support may be available e.g. Parents' Learning Allowance, Disabled Students Allowance.

### **Higher Education Bursary**

This is a Belfast Met Bursary that may be awarded to students who have applied to Student Finance NI for assistance; consented to share their financial information with a third party; and who meet all other criteria as set by the College.

### **Higher Education Full-time Childcare Grant**

Students on a Full-time Higher Education Course may seek financial support for childcare costs through Student Finance NI. For more information, please visit Student Finance NI's website: [www.studentfinanceni.co.uk](http://www.studentfinanceni.co.uk)



### **Further Information:**

For further information regarding potential sources of funding, please contact the Student Funding Team on tel:

**028 9026 5183** or email  
**[studentfunding@belfastmet.ac.uk](mailto:studentfunding@belfastmet.ac.uk)**

For further information and criteria relating to each of the Funds listed above:

**[www.belfastmet.ac.uk/life-at-the-met/students-support/student-funding/](http://www.belfastmet.ac.uk/life-at-the-met/students-support/student-funding/)**

### **Please Note: Students eligible for both Further Education Grant and EMA cannot receive both.**

This information is correct as of November 2023, but is subject to change in line with Government guidelines.



# Student Funding Information (continued)



Full-time students applying for a first degree or HND or equivalent should apply for financial help through Student Finance NI who will carry out the financial assessment. This will decide how much funding is available to you. You may be eligible to receive the following:

## Tuition Fees and Charges 2024/25

Most of our full-time foundation degree/ HND's will cost £3,050 per year. The BSc Social Work Degree £4,750 per year, subject to formal notification from the Department for the Economy.

No matter where you decide to study in the UK, you will not have to pay these fees before or whilst you are studying.

All eligible Northern Ireland students studying full-time can get a loan of up to £9,250 per year to meet their course costs. The loan is paid directly to the College on your behalf.

This loan does not have to be repaid until you are earning more than £22,015 per annum and you pay 9% of your income over the threshold.

If you choose not to take a tuition fee loan you will have to pay for your tuition at the time of enrolment.

## Maintenance Loan

The amount you can get depends on where you'll be living during term-time. It is also affected by your income and that of your parents or partner.

Your living arrangements during term-time	Maximum Maintenance Loan available
Living with your parents	£5,250
Living in your own home and studying outside London	£6,776

## Maintenance Grant

The Maintenance Grant is based on your household income. If it's £41,065 or less, you'll be eligible to receive all or some of the support.

The amount you can get depends on your income and that of your parents or partner. The amount available is the same for both grants.

Total annual household income	Amount available
£19,203 or less	Full grant, £3,475
Between £19,204 and £41,065	Partial grant
Over £41,065	No grant



### Further Education Grants

Further Education Grants for those 19 years of age or over on 1st July prior to the start of your course in September are available for the academic year 2024/2025. Further Education Grants range in value from £2,092 down to £1,402 depending on household income.

Applications are usually released after Easter 2024. Applications for this fund close at the end of October 2024 however eligible students who submit an application by 30th June 2024 will be guaranteed funding for the 2024/25 academic year.

### Learner Support Fund

The Learner Support Fund is a grant available to students studying FE or HE who have exhausted all other available sources and find themselves in financial difficulty. Students that apply to the Learner Support Fund and meet the means test and the eligibility criteria can be assessed under the following categories:

Students cannot be double funded for the same category. If a student is in receipt of Fee support from Student Finance NI, the Learner Support Fund will be unable to assist further under that category.

Household Income	Amount of Grant if living at parent's home	Amount of Grant if living away from parent's home
Up to £21,330	£1,674	£2092
£21,331 - £26,160	£1,490	£1,863
£26,161 - £31,580	£1,306	£1,633
£31,581 - £38,805	£1,122	£1,402
£38,806 and over	No Funding	No Funding

**For more information/criteria or detail of how to apply:**  
[www.eani.org.uk/fegrants](http://www.eani.org.uk/fegrants)

Funding Category	Full-time	Part-time
Fee Assistance	Yes	Yes
Living costs associated with learning	Yes	No
Travel assistance	Yes	Yes
Books and Equipment Costs	Yes	Yes
Childcare	Yes	Yes

**All Learner Support Fund assistance is conditional on student's regular attendance at College and satisfactory academic progress.**

**Applications will be available from the Student Funding Office from October 2024. For more information or full criteria contact [studentfunding@belfastmet.ac.uk](mailto:studentfunding@belfastmet.ac.uk) or 028 9026 5183.**



# Applying to Belfast Met



## Need help?

How to apply? Password reset? Evidence upload? What happens next?

Contact 02890 265 265 or email [studentportal@belfastmet.ac.uk](mailto:studentportal@belfastmet.ac.uk)

## Application Process

01

- Look at courses available
- Check out all the information on course details pages
- Talk to our Careers & Employability Team

02

- Apply for up to 5 courses using online application facility
- Upload evidence of qualifications achieved and right to study / identity
- Download Engage app to stay up-to-date

03

- Pre-entry advice stage
- Stay in contact to move to next stage
- Assessments / interviews may be required depending on course
- Ensure email address and phone numbers are up-to-date

04

- Offer holders must accept or reject within 5 working days
- Ensure email address and phone numbers are up-to-date
- Follow instructions contained in emails

05

- Update pending to achieved qualification grades
- Offer holders – attend enrolment appointment
- Waiting list – follow instructions in emails



## Remember!



- Applications stay open until course fills.
- Offers are made based on number of places currently available.
- The earlier you apply increases the chances of getting onto your first choice.
- If place becomes available, applicants on waiting lists will be contacted.

### **Additional support is available when you need it**

Talk to us if you need extra support to apply or if you are attending Open Days, pre-entry advice sessions, assessments, or enrolment appointments.

Please telephone or email using the contact details shown on our communications to you. Alternatively, telephone **028 90265 265** or email **[studentportal@belfastmet.ac.uk](mailto:studentportal@belfastmet.ac.uk)**

## Pre-Entry Advice



Pre-Entry Advice Sessions allow you to:

1. Find out more about the course.
2. Ask any questions you may have.
3. Make sure that you have applied to the correct Level and subject area.
4. Transfer to a more suitable course if you need to.

Pre-Entry Advice Sessions will take place on one of our campuses or as an online meeting. Some courses may also send you some Pre-Entry materials, e.g. a course information video.

Please follow all instructions you receive about Pre-Entry Advice to make sure you can progress to the next stage of your application.

## Belfast Met Engage App

You can keep track of your application using your online account. You can also download the Belfast Met 'Engage' app to track your application(s) and receive notifications throughout your application process.

The app is available via Google Play and the Apple App Store.



Scan to View Online







## Information for Applicants 2024



### Promoting Equality and Diversity

Belfast Metropolitan College believes that everyone has a right to study in a harmonious welcoming environment. We are committed to creating and ensuring an atmosphere where learners, customers, staff, governors and other stakeholders celebrate equality and diversity in all activities. We respect all our students, staff and service users, and we celebrate our similarities and value our differences.

We seek to provide a supportive learning environment which demonstrates respect for, and acceptance of, difference. Additionally, in keeping with our legal obligations, we aim to provide the opportunity for all members of the community, irrespective of perceived religious belief, political opinion, gender, sexual orientation, marital status, age, ethnicity, those with or without a disability or dependants, to participate fully in all levels of academic, vocational and leisure courses which we provide.

### Terms and Conditions for enrolment and application

Terms and Conditions for enrolment and application will apply to all potential and existing learners. These Terms and Conditions are issued in relation to enquiries, applications and/or enrolments at Belfast Met.

### Changes to Terms and Conditions

Belfast Met may change the Terms and Conditions at any time but only under exceptional circumstances. Therefore, it is advised that you print and keep a copy at the time of enrolment for your records.

We will continue to review these Terms and Conditions using information obtained from our Student Council (e.g. via the Student Voice), from student surveys, and feedback from our Awarding Organisations, Regulators, DfE, QAA, ETI, Partner Universities and our Quality Assurance forums. Please visit the College's website regularly for the up-to-date policies and procedures referred to in these Terms and Conditions.

### Requests for Alternative Formats

Requests for the provision of all or part of this document in alternative formats – Braille, DAISY, large print, audio or alternative languages will be considered. To submit a request, please contact email: [corpcommssmarket@belfastmet.ac.uk](mailto:corpcommssmarket@belfastmet.ac.uk).

**Please be advised that some courses may have additional costs that students will “Need to Provide”. These are indicated as “NTP” in the prospectus e.g. equipment and resources. See course listing for more information.**

### Safeguarding of Children, Young People and Adults at Risk and in Need of Protection

Belfast Met aims to ensure that all students, staff and stakeholders of the College experience an inclusive, enjoyable and safe environment, in which they feel respected and valued. We all share an objective to keep children, young people, adults at risk and adults in need of protection, safe from harm. This College Safeguarding, Care & Welfare Policy and associated procedures document are



built upon a foundation of ‘zero tolerance’ of abuse to all children, young people, adults at risk of harm and adults in need of protection.

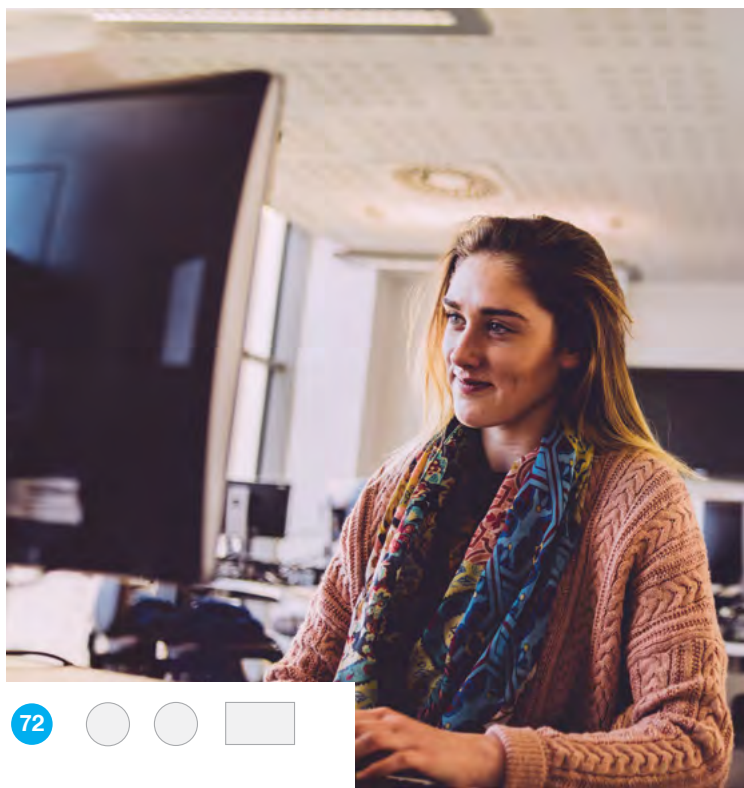
They provide robust guidance on how to report and respond to concerns about disclosed or suspected abuse. Abuse of Children and Young People can be Physical, Sexual, Emotional, Neglect or Exploitation, in nature, with respect to Adults at Risk and in need of Protection, this list is extended to include Institutional and Financial.

The College has a Designated Safeguarding Team who lead out on the College’s safeguarding provision. Details of our Designated Safeguarding Team can be found on the [College website](#).

In the most recent ETI inspection (March 2022), the inspection team determined:

*Based on the evidence available at the time of the quality improvement planning inspection, the arrangements for safeguarding participants reflect current legislation and practice.*









## Disclaimer



This information is correct at the time of publishing; however, it may be subject to change and no course advertised is guaranteed. Where a course is cancelled, applicants will be invited to apply to another course and the date of their original application will be transferred to the new application. Please note that courses are delivered in English (unless otherwise stated). The location referenced may be the primary location and you may have to attend at an alternative campus. The information contained within this prospectus is accurate as of January 2024.

Belfast Met is committed to providing publications that are accessible to all. Please see the College Accessibility Webpage for more information:



[www.belfastmet.ac.uk/Accessibility/](http://www.belfastmet.ac.uk/Accessibility/)

To request additional copies of this publication in a different format please contact:

Corporate Development  
Belfast Metropolitan College  
Building 1, Room 9  
Castlereagh Campus  
Montgomery Road  
Belfast. BT6 9DJ

Further 'Information for Applicants' including details on pre-entry advice, enrolment onto courses with no entry criteria and payments can be found on our website at:



[www.belfastmet.ac.uk/Information-for-applicants/](http://www.belfastmet.ac.uk/Information-for-applicants/)

CHOOSE BELFAST MET CHOOSE SUCCESS

**Apply  
Now**



**belfastmet.ac.uk**