
Break out of unemployment with a short course

Develop your skills with Uxbridge College



Referral Process

Courses are open to any adult (19+) on an unemployment benefit such as:

- Job Seekers Allowance
- Employment Support Allowance
- Income Support
- Incapacity Benefit

Please note that customers are required to have lived for at least 3 years in the UK.

Our courses are delivered at 3 different levels from Basic to Level 2 and therefore literacy levels need to be at least an Entry Level 3. For those whose literacy levels are below Entry Level 3 we refer direct to our ESOL and Literacy Department to improve their skills.

The learner's journey is very important to us and therefore matching someone's aspirations to the right course is crucial for their experience and ours. We meet with each individual to discuss this aspect and talk about which courses are most appropriate and set realistic expectations to give the best opportunity to achieve. At this stage we also assess Literacy and Numeracy levels and complete an enrolment form.

This initial assessment normally takes place at the Job Centre on a Tuesday (Hayes) or Friday (Uxbridge). To book an assessment at the Job Centre please ask your customer to speak with their advisor. However we understand that this is not always the most conducive or accessible place for customers and we are willing to make alternative arrangements to see customers outside of that time, at our Hayes Campus.

We are also able to come and speak about our courses to a group you are supporting which gives customers an opportunity to ask questions directly.

Please feel free to call us to discuss any of the above.

Contact us today!

For more information, please contact Maria, Rachel or Chelsea on 01895 471037. Alternatively, please email [Chelsea Dowman-
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