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Phone 6207 4441

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ADULT COMMUNITY EDUCATION

SHORTCOURSES

www.citace.edu.au



CIT Solutions' Adult Community Education Centre (ACE)

T 6207 4441 **F** 6207 3430 **E** cit.solutions@cit.edu.au

www.citace.edu.au

APRIL - JULY
2012

The Adult Community Education Centre (ACE) at CIT Solutions has worked closely with community partners small and large to offer courses at a range of convenient locations across Canberra.

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We would like to thank some of our major partners for their support over the years.



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ADULT COMMUNITY EDUCATION

SHORTCOURSES

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Art, Art Studio Classes, Craft, Dance, Design, Entertainment, Fabrics, Fashion, Music, Photography

START DATE	COURSE	CODE	DURATION	LOCATION	COST
Fri 13 Jul	Advanced Digital Camera	NIC1157	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Sat 16 Jun	Air-Dry Clay Sculpting	LEX1018	10am–4pm x 2 sessions	Farrer Studio	\$270
Sat 5 May	Basket Making*	BRU1004*	9.30am–12.30pm x 1 session*	Bruce Campus	\$75
Thu 3 May	Bookcraft for Beginners	RED1002	6–9pm x 8 sessions	Reid Campus	\$425
Sat 26 May	Core Photo Editing Skills (2 Day Workshop)	NIC1033	9am–4.30pm x 2 sessions	Bruce Campus	\$295
Sat 5 May	Create a Plate	CGW1097	10am–4.30pm x 1 session	Canberra Glassworks	\$260
Sat 5 May	Crochet Made Easy	BRU1018	10am–12noon x 5 sessions	Bruce Campus	\$145
Tue 8 May	Crocheted Afghan Blanket – Your Design	STH1261	6.30–8.30pm x 5 sessions	Southside Campus	\$145
Mon 7 May	Dancing at Dickson – Rock'n'roll	DCC1068	8–9pm x 7 sessions	Dickson College	\$95
Mon 7 May	Dancing at Dickson – Salsa	DCC1069	6–7pm x 7 sessions	Dickson College	\$95
Mon 7 May	Dancing at Dickson – the Bridal Waltz	DCC1070	7–8pm x 7 sessions	Dickson College	\$95
Thu 3 May*	Digital Photography – DSLR*	RED1013*	6–8.30pm x 6 sessions*	Reid Campus	\$350
Tue 8 May	Digital Photography and Computers	GUN1005	6–8.30pm x 6 sessions	Gungahlin College	\$265
Tue 1 May	Drawing on the Right Side of the Brain	BRU1016	6.30–9pm x 6 sessions	Bruce Campus	\$245
Sat 5 May	Glass Blowing – Introduction (4 Students)	CGW1199	10am–4.30pm x 2 sessions	Canberra Glassworks	\$495
Sat 5 May	Glass Sculpture for Beginners (6 Students Only)	CGW1184	10am–3.30pm x 1 session	Canberra Glassworks	\$260
Thu 5 Jul	Great Digital Prints from Your Inkjet Printer	NIC1145	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Tue 1 May*	Guitar for Beginners*	STH1004*	6–8.30pm x 6 sessions*	Southside Campus	\$195
Mon 7 May	Guitar for Beginners (At Dickson College)	DCC1045	6.30–7.30pm x 7 sessions	Dickson College	\$230
Tue 8 May	Guitar for Beginners (At Melba/Copland)	MCC1030	6–8pm x 6 sessions	Melba/Copland College	\$195
Mon 30 Apr	Guitar for Continuing Students	STH1006	6–8.30pm x 6 sessions	Southside Campus	\$195
Wed 2 May	Harmonica for Beginners	BRU1006	7–9pm x 7 sessions	Bruce Campus	\$195
Wed 2 May	Hooked on Crochet	BRU1280	6–8pm x 5 sessions	Bruce Campus	\$145
Sat 16 Jun	iPhoneography	NIC1123	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Fri 15 Jun	iPhoto and Aperture for Mac Users	NIC1149	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Wed 9 May	Knitted Socks – Warm Winter Toes	STH1260	6.30–8.30pm x 5 sessions	Southside Campus	\$145
Sat 5 May	Knitting for Beginners	BRU1020	1–3pm x 5 sessions	Bruce Campus	\$145
Wed 2 May	Life Drawing	RED1008	6–9pm x 4 sessions	Reid Campus	\$295
Wed 2 May	Logic – Introduction (4 Students Only)	KIM1002	7–9pm x 4 sessions	Braddon Studio	\$265
Sat 2 Jun	Make a 2D Relief Glass Panel (6 Students Only)	CGW1091	10am–4.30pm x 1 session	Canberra Glassworks	\$260
Thu 17 May	Mixed Media and Collage	WEST1002	6.30–8.30pm x 6 sessions	Weston Club	\$245

Sat 5 May	Mosaic 101 – Introduction to Mosaics	GRA1003	10am–4.30pm x 2 sessions	Spence Studio	\$185
Sat 30 Jun	Mosaic 201 – Exterior & Garden Applications	GRA1011	10am–4.30pm x 2 sessions	Spence Studio	\$185
Fri 25 May	MP3, iPod and iTunes Primer	NIC1135	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Wed 9 May	Music Theory Level 1	DCC1143	6–8pm x 6 sessions	Dickson College	\$195
Mon 7 May*	<i>Painting and Drawing*</i>	DCC1148*	6–9pm x 7 sessions	Dickson College*	\$290
Sat 14 Jul	Photographic Lighting Workshop	NIC1137	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Thu 3 May	Picture Framing Workshop – Beginners	EXB1002	6–9pm x 6 sessions	Exhibition Centre/Fyshwick	\$320
Sat 5 May*	<i>Polymer Clay Beads, Buttons & Pendants*</i>	LEX1005*	2–5pm x 1 session	Farrer Studio	\$150
Thu 10 May	Practical Photography at Hawker - NEW	HAW1176	6–8pm x 6 sessions	Hawker College	\$265
Sat 26 May	Precious Metal Clay – Silver	LEX1010	1.30–5pm x 1 session	Farrer Studio	\$170
Fri 22 Jun	Scanning Slides and Negatives	NIC1027	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Thu 3 May*	<i>Sewing for Beginners*</i>	RED1010*	6–8.30pm x 5 sessions	Reid Campus	\$195
Wed 23 May	Shoot at Night	NIC1138	4–9.30pm x 1 session	Bruce Campus	\$160
Fri 6 Jul	Shooting and Processing Raw Files	NIC1139	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Sat 7 Jul	Shooting Great Macro	NIC1134	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Sat 16 Jun	Soap Creation Using Olive Oil	BRU1267	9.30am–12.30pm x 1 session	Bruce Campus	\$95
Tue 1 May	Social Ballroom Dancing	KAL1002	8.30–9.30pm x 8 sessions	Kaleen Studio	\$175
Sat 2 Jun	Stretch Sewing Using an Overlocker	RED1202	10am–3.30pm x 1 session	Reid Campus	\$95
Sat 19 May*	<i>Taking Great Photos with Your Digital Camera*</i>	NIC1018*	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Thu 7 Jun	True Light Capture – 4 Day Workshop	NIC1152	9.30am–4.30pm x 4 sessions	Bruce Campus	\$950
Tue 1 May*	<i>Ukulele for Beginners*</i>	STH1010*	6–8pm x 6 sessions	Southside Campus	\$145
Mon 30 Apr	Ukulele for Continuing Students	STH1045	6–8pm x 6 sessions	Southside Campus	\$145
Sat 5 May*	<i>Understanding Your Digital Camera*</i>	NIC1102*	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Mon 7 May*	<i>Upholstery at Dickson*</i>	DCC1142*	6–9pm x 7 sessions	Dickson College	\$360
Sat 19 May	Violin Workshop	BRU1329	1.30–4pm x 1 session	Bruce Campus	\$95
Wed 2 May	Watercolour for Everyone	STH1002	6.30–9pm x 6 sessions	Southside Campus	\$265
Wed 9 May	Woodturning – Introduction (4 Students Only)	HAW1092	6–9pm x 3 sessions	Hawker College	\$470

Can't find the right course? Then let's create it!

At ACE we can customise our courses to suit the needs of you and your friends, your students or your staff. We can tailor our courses, training methods and delivery locations to give you the most out of your learning experience. Please contact us to find out more! (See page 14 for details).

Example of Customised Training: Here is a course that was tailored for students at a girl's school in Canberra. Their teacher was looking for a fun, challenging and creative outlet for students as an after school activity. As a result this new and exciting course was developed and delivered at their school to offer them a learning experience that was not only convenient but also lots of fun!

Licorice Roses and Fantasy Daisies

Enjoy some aromatherapy whilst creating roses and designing a colourful array of daisies using licorice (in a variety of colours) and modelling paste. Your creative designs can be used to decorate celebration cakes or party cupcakes.





Business, Computing, Graphic Design, Money Matters, Personal & Professional Development, Property, work-Related

START DATE	COURSE	CODE	DURATION	LOCATION	COST
Sat 23 Jun	Addressing Selection Criteria	BRU1048	9.30am–2.30pm x 1 session	Bruce Campus	\$95
Sat 12 May	Adobe InDesign - Introduction	RED1017	9am–12noon x 6 sessions	Reid Campus	\$345
Sat 12 May*	Adobe Photoshop for Beginners*	RED1221*	9am–1pm x 4 sessions*	Reid Campus	\$295
Sat 12 May*	Apply First Aid HLTA301B (Senior First Aid) and Refresher Course*	ALL1002*	9am–4pm x 1 session	Bruce Campus	\$155
Sat 12 May	Assertiveness - Improving Self-Confidence	BRU1050	9.30am–3.30pm x 1 session	Bruce Campus	\$110
Fri 4 May	AutoCAD - Take Control	BRU1027	4–7pm x 7 sessions	Bruce Campus	\$370
Fri 25 May	Bookkeeping - Basics	BRU1289	10am–12noon x 7 sessions	Bruce Campus	\$295
Wed 6 Jun	Buying and Selling on eBay for Beginners	RED1222	6–9pm x 3 sessions	Reid Campus	\$175
Tue 29 May*	Buying Your First Home*	BRU1068*	6–9pm x 1 session	Bruce Campus	\$60
Sat 16 Jun	Chainsaw Operation Certificate	LEM1002	8.30am–4pm x 2 sessions	Hume Public Weighbridge	\$540
Sat 23 Jun	Communication - Relating Assertively to Others	BRU1052	9.30am–3.30pm x 1 session	Bruce Campus	\$110
Thu 17 May*	Computers for Beginners Using Microsoft Office Suite*	BRU1026*	10.30am–12.30pm x 6 sessions*	Bruce Campus*	\$210
Sat 5 May	Creative Websites	RED1021	9.30am–1.30pm x 5 sessions	Reid Campus	\$385
Fri 4 May	eBay in a Day	NIC1141	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Sat 26 May	Employment Strategies for the Over 40's	BRU1314	9.30am–12.30pm x 1 session	Bruce Campus	\$95
Sat 5 May	Entering the Public Service - Breaking Down the Barriers	BRU1285	1.30–4.30pm x 1 session	Bruce Campus	\$95
Thu 7 Jun	Financial Wellbeing - Creating Wealth Through Understanding	RED1026	6.30–8.30pm x 4 sessions	Reid Campus	\$150
Sat 19 May	Finding New Life and Career Solutions	BRU1054	9.30am–4pm x 1 session	Bruce Campus	\$95
Thu 21 Jun	iPhone - Advanced	NIC1151	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Thu 10 May	iPhone - Everything You Need to Know	NIC1146	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Tue 1 May*	Managing on a Low Income*	RED1028*	6–9pm x 1 session	Reid Campus	\$20
Fri 4 May	Microsoft Office - Getting to Know the Program	BRU1032	9.30am–12noon x 8 sessions	Bruce Campus	\$340
Fri 4 May*	Minute Taking*	BRU1167*	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Tue 8 May*	MYOB - Introduction*	STH1017*	6–9pm x 7 sessions*	Southside Campus*	\$350
Wed 30 May	Public Speaking and Presentation Skills	BRU1312	9am–4.30pm x 1 session	Bruce Campus	\$195
Fri 6 Jul	Report Writing	BRU1189	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Sat 5 May	Retirement - All You Had Hoped For!	BRU1286	9.30am–4pm x 1 session	Bruce Campus	\$95
Sat 16 Jun	Safety Testing of Electrical Appliances (SA-TC45)	TAT1006	8am–5.30pm x 1 session	Fyshwick Campus	\$295
Fri 1 Jun	Self-Editing and Proof Reading	BRU1173	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Tue 1 May	Share Trading and Investment	BRU1046	6–8.30pm x 4 sessions	Bruce Campus	\$210
Wed 9 May	Small Business - Introduction	DCC1043	6.30–8.30pm x 6 sessions	Dickson College	\$195
Tue 8 May	Social Chit Chat	BRU1320	6.15–8.45pm x 4 sessions	Bruce Campus	\$195
Fri 4 May	Winning Interview Skills	BRU1064	9am–4pm x 1 session	Bruce Campus	\$195



Automotive, Gardening, Home Improvements, Rural, welding

START DATE	COURSE	CODE	DURATION	LOCATION	COST
Sat 12 May	Brickwork Skills - Basic	BRU1092	8.30am–3.30pm x 2 sessions	Bruce Campus	\$235
Sat 26 May	Cement Rendering	BRU1094	8am–5pm x 1 session	Bruce Campus	\$195
Sat 26 May	Chainsaw - Light Maintenance	BRU1292	9am–1pm x 1 session	Bruce Campus	\$85
Mon 28 May	Cigweld Electric Arc Welding - Introduction	FYS1009	5.30–9.30pm x 3 sessions	Fyshwick Campus	\$315
Sat 16 Jun	Composting and Worm Farming	BRU1079	1.30–4.30pm x 1 session	Bruce Campus	\$65
Sat 19 May	Fish - Fun - Food, Enjoying Self Sufficiency	DAN1002	10am–4pm x 1 session	Braidwood/Mongarlowe	\$90
Wed 9 May*	Flower Arranging*	HAW1070*	6.30–8.30pm x 6 sessions*	Hawker College*	\$275
Tue 15 May	Garden Designs	BRU1083	6–8pm x 6 sessions	Bruce Campus	\$265
Sat 24 Nov	Grow, Store and Preserve Garden Produce	BEY2001	10.30am–3.30pm x 1 session	Via Collector	\$90
Tue 29 May	Home Maintenance for Women	BRU1296	6–9pm x 4 sessions	Bruce Campus	\$320
Wed 9 May*	Interior Design for Everyone*	WEST006*	6.30–8.30pm x 8 sessions	Weston Club*	\$280
Sat 23 Jun	Maintaining Motorised Garden Equipment	BRU1326	9am–3.30pm x 1 session	Bruce Campus	\$140
Sat 26 May	MIG and Arc Welding - Introduction	FYS1015	8–12noon x 4 sessions	Fyshwick Campus	\$420
Wed 23 May	Motor Maintenance	FYS1002	6–9pm x 4 sessions	Fyshwick Campus	\$255
Sat 5 May	Organic Gardening	BRU1086	1–4pm x 4 sessions	Bruce Campus	\$235
Wed 6 Jun	Organic Pest & Disease Management for Home Gardeners	BRU1294	7–9pm x 3 sessions	Bruce Campus	\$95
Fri 11 May	Owner Builders Licence Course	BRU1098	8.30am–4pm x 2 sessions	Bruce Campus	\$515
Sat 30 Jun	Paint Colour - Interior Blast	BRU1300	9am–1pm x 1 session	Bruce Campus	\$165
Sat 16 Jun	Paving Diy	BRU1101	8.30am–4pm x 1 session	Bruce Campus	\$180
Mon 14 May	Pergolas and Decking	BRU1103	6–9pm x 5 sessions	Bruce Campus	\$380
Tue 15 May	Practical Carpentry for Home Building	BRU1106	5.30–9pm x 6 sessions	Bruce Campus	\$550
Thu 31 May	Tiling - Practical	BRU1110	6–9pm x 3 sessions	Bruce Campus	\$195
Sat 16 Jun	Tiling for Bathrooms	BRU1108	8.30am–5pm x 1 session	Bruce Campus	\$195
Tue 22 May	Vehicle Restoration Skills - Basic 2	FYS1005	6–10pm x 5 sessions	Fyshwick Campus	\$395
Mon 7 May	Woodworking at Dickson	DCC1015	6–9pm x 7 sessions	Dickson College	\$375
Tue 8 May	Woodworking at Melba/Copland	MCC1013	6–9pm x 7 sessions	Melba/Copland College	\$375

Languages, Writing



START DATE	COURSE	CODE	DURATION	LOCATION	COST
Thu 24 May	Australian Sign Language (Auslan)	STH1021	6–8pm x 6 sessions	Southside Campus	\$175
Wed 16 May	Creative Writing for Beginners	BRU1323	7–9pm x 7 sessions	Bruce Campus	\$270
Tue 1 May	English Conversation - Daytime	BRU1328	9.30am–12noon x 6 sessions	Bruce Campus	\$185
Tue 8 May*	Everyday English*	BRU1322*	6–8pm x 6 sessions*	Bruce Campus*	\$185
Mon 4 Jun	Formal Writing Techniques	BRU1134	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Mon 30 Apr*	French - Introduction*	STH1250*	6–8pm x 8 sessions*	Southside Campus*	\$255
Wed 23 May	French for Tourists	STH1050	6–8pm x 6 sessions	Southside Campus	\$185
Thu 10 May	German - Introduction	BRU1117	6–8pm x 8 sessions	Bruce Campus	\$255
Fri 8 Jun	Grammar Made Easy	BRU1187	9.30am–4.30pm x 2 sessions	Bruce Campus	\$300
Mon 7 May	Italian - Introduction	BRU1327	6–8pm x 8 sessions	Bruce Campus	\$255
Thu 24 May	Italian for Tourists	RED1148	6.30–8.30pm x 6 sessions	Reid Campus	\$185
Tue 1 May	Japanese - Introduction	RED1141	6–8pm x 8 sessions	Reid Campus	\$255
Sat 12 May	Research and Write Your Family History	BRU1311	9.30am–11.30am x 5 sessions	Bruce Campus	\$130
Wed 2 May	Spanish - Continuing	RED1144	6.30–8.30pm x 8 sessions	Reid Campus	\$255
Mon 30 Apr*	Spanish - Introduction*	RED1219*	6.30–8.30pm x 8 sessions	Reid Campus*	\$255
Thu 10 May*	Spanish for Tourists*	GUN1007*	6.30–8.30pm x 6 sessions	Gungahlin College*	\$185
Mon 14 May	Vietnamese for Tourists	RED1056	6.30–8.30pm x 6 sessions	Reid Campus	\$185

We can help with your organisation's staff development!

At ACE we can customise our courses to suit the needs of you and your staff or students. We can tailor our courses, training methods and delivery locations to give you the most out of your learning experience. Please contact us to find out more! (See page 14 for more details).

Example of Customised Training: Here is a course that was tailored for staff members at a Government department in Canberra. Their manager wanted them to develop their writing and grammar skills. This course was delivered within their workplace during work hours and was adapted to their work subject matter to make the course more informative and relevant.

Grammar and Formal Writing Techniques

This practical and intensive course is aimed at those whose grammar, punctuation and writing skills require fast and effective remedial action. Greater self-confidence in formal written expression is assured. A comprehensive booklet is also provided.





Beverages, Catering, Fishing, General Interest, Health & well-being, Leisure

START DATE	COURSE	CODE	DURATION	LOCATION	COST
Sat 5 May	Art, History and a Day Trip to Goulburn	BRU1313	9am–5pm x 1 session	Bruce Campus	\$85
Thu 7 Jun	Astronomy Using Your Telescope	BRU1140	6.30–8.30pm x 4 sessions	Bruce Campus	\$135
Wed 6 Jun	Australian Country Cooking	DCC1147	6–9pm x 4 sessions	Dickson College	\$220
Fri 1 Jun	Baby Talk (First Aid Awareness)	ALL1004	1–4pm x 1 session	Bruce Campus	\$70
Tue 26 Jun	Basic Meals in Minutes	GUN1014	6–8.30pm x 2 sessions	Gungahlin College	\$150
Thu 24 May	Bicycle Maintenance for Everyone	BRU1158	6.30–8.30pm x 6 sessions	Bruce Campus	\$180
Sat 16 Jun	Bird Watching for Beginners	BRU1160	9am–12noon x 3 sessions	Bruce Campus	\$125
Tue 1 May*	Cake Decorating - Daytime* – NEW	BRU1324*	9am–2.30pm x 2 sessions	Bruce Campus	\$239
Mon 14 May*	Cake Decorating* (this course is run at many different times and locations)	STH1028*	6–9pm x 5 sessions*	Southside Campus*	\$255*
Sun 6 May	Cheese Making - Blue Vein Workshop	WIL1003	9.30am–4pm x 1 session	Reid Campus	\$315
Sat 5 May	Cheese Making - Camembert Workshop	WIL1001	9.30am–4pm x 1 session	Reid Campus	\$315
Wed 2 May*	Coffee Machine & You - How to Make Great Coffee at Home*	HAW1164*	6–9pm x 1 session	Hawker College	\$80
Mon 7 May	Cooking 101 with Lyonsy	LYN1002	6–8.30pm x 7 sessions	St Peter & Paul School, Garran	\$255
Wed 16 May	Cooking for Blokes	LYN1004	6–8.30pm x 7 sessions	St Peter & Paul School, Garran	\$255
Sat 5 May	Cooking with Chestnuts	KAN1001	2–4.30pm x 1 session	Hoskinstown NSW	\$55
Tue 5 Jun	Discover Your Psychic Intuition	RED1164	6–8pm x 4 sessions	Reid Campus	\$110
Sat 16 Jun	Dog Grooming	BRU1176	2–4.30pm x 2 sessions	Bruce Campus	\$90
Mon 21 May*	Espresso Essentials - Art of Making Coffee*	COF1004*	5.30–8.30pm x 1 session	Civic	\$95
Wed 9 May	Fit Ball and Steps	HAW1024	6.30–7.30pm x 8 sessions	Hawker College	\$130
Thu 10 May	Fly Fishing and Fly Tying	BRU1037	6–9pm x 4 sessions	Bruce Campus	\$195
Tue 12 Jun	Fruit and Vegetable Sculpture	RED1204	6.30–9.30pm x 1 session	Reid Campus	\$55
Wed 16 May	Gourmet Sausage Making	RED1171	6–8pm x 2 sessions	Reid Campus	\$290
Tue 15 May	Keep Fit the Chinese Way	BRU1307	6–8pm x 6 sessions	Bruce Campus	\$150
Mon 7 May*	Makeup - What You Need and How to Use It*	BRU1154*	6.30–9pm x 1 session	Bruce Campus	\$95
Sat 16 Jun	Massage - Introduction	BRU1151	9am–5pm x 2 sessions	Bruce Campus	\$245
Mon 7 May*	Meditation - Introduction*	DCC1145*	7.30–8.15pm x 6 sessions*	Dickson College*	\$85*
Sat 23 Jun	Meditation Intensive	BRU1205	10am–4pm x 1 session	Bruce Campus	\$95
Wed 20 Jun	Pearl Threading & Restringing	RED1161	6–8pm x 2 sessions	Reid Campus	\$85
Thu 17 May	Practical Philosophy - a Sense of Purpose	BRU1304	6–8pm x 6 sessions	Bruce Campus	\$195
Sat 16 Jun	Reversing Your Caravan or Trailer	BRU1309	10am–3pm x 1 session	Bruce Campus	\$90
Sat 16 Jun	Saipin's Authentic Thai Cooking	RED1154	9.30am–12.30pm x 4 sessions	Reid Campus	\$195

Thu 3 May	Scanning Your Family History	NIC1025	9.30am–4.30pm x 1 session	Bruce Campus	\$160
Wed 9 May	Self-Defence for Beginners	HAW1168	6–7pm x 8 sessions	Hawker College	\$135
Wed 9 May	Smoking Meat at Home	RED1176	6–9pm x 1 session	Reid Campus	\$155
Thu 10 May	Tai Chi for Beginners	HAW1040	6–7pm x 8 sessions	Hawker College	\$150
Wed 9 May	Tai Chi Introduction including Qigong	DCC1115	6.30–7.30pm x 8 sessions	Dickson College	\$150
Tue 1 May	Tarot - Getting Started	RED1162	6–8pm x 5 sessions	Reid Campus	\$135
Thu 10 May	Tasty Meals in Minutes	HAW1167	6–9pm x 4 sessions	Hawker College	\$220
Mon 7 May	Trout Fishing the Snowy Mountains	BRU1138	6–9pm x 4 sessions	Bruce Campus	\$195
Tue 8 May*	Wine Appreciation*	STH1254*	7–9pm x 6 sessions	Southside Campus*	\$265
Mon 7 May	Yoga - Hatha	DCC1103	5.45–7.15pm x 7 sessions	Dickson College	\$160
Wed 9 May	Yoga - Hatha in Satyananda Tradition	HAW1170	6–7.30pm x 8 sessions	Hawker College	\$170
Mon 7 May	Yoga - Samyama	DCC1023	6–7.30pm x 8 sessions	Dickson College	\$170
Thu 10 May	Yoga - Samyama - Back Shoulders and Neck	HAW1036	6.15–7.45pm x 8 sessions	Hawker College	\$170

Visit our website where you can browse, select and pay for your course online at anytime.

www.citace.edu.au

Customised Training

At ACE we can customise our courses to suit the needs of you and your friends, your students or your staff. We can tailor our courses, training methods and delivery locations to give you the most out of your learning experience and ensure it is practical, beneficial and relevant to your needs.

Please contact the friendly staff at CIT Solutions Adult Community Education Centre (ACE) to discuss how we can offer you a unique learning and development opportunity.

Phone: 02 6207 4441

Email: cit.solutions@cit.edu.au

Featured Courses: Cheese Making Workshops

Australia's leading Home Cheese making specialist, Carole Willman, is coming to Canberra to conduct a series of her famous cheese making workshops at CIT. The course is designed for anyone with a love of cheese and a willingness to learn.

The classes are small and the outcome is incredible! You will learn about what makes a good cheese, the difference between cheese types and all the steps and processes involved in making your own cheese at home. You will smell cheese, taste cheese and make cheese! You'll even be able to take your delicious cheese creations home to share with your family and friends. This course is interesting, informative and deliciously fun.



Blue Vein Workshop

Participants will be working in groups and will make their own Blue Vein and Sour Cream. We will also demonstrate the making of Ricotta cheese.

Camembert Workshop

Participants will make their own Camembert, Quarg and Mascarpone. We will also demonstrate the making of Ricotta cheese.

Enrolment Form

CIT SOLUTIONS PTY LTD. ABN 250 086 458 23



Surname:

First name:

Mailing Address:

Suburb: Postcode:

Tel (H): Tel (W):

Fax: Mobile no.

Email:

Male Female Date of birth: — — / — — / — —

Do you have a disability? Yes No

Which course(s) are you enrolling? (copy page if required):

Course name:

Course code: Fee: \$

Method of payment (please tick):

Cheque/Money Order Mastercard Visa Cash

Credit card no. (if applicable): Expiry date:

— — — — / — — — — / — — — — / — — — — / — —

Cardholder's name:

Amount payable/enclosed: \$

- I have read and agree to the enrolment conditions including refunds on the inside front cover of this brochure.
- If applicable, I authorise CIT Solutions to release details of my academic progress and attendance in this program to my employer/sponsor.
- I would like to subscribe to the ACE email list to receive offers, discounts and updates about new courses.

HOW TO ENROL Choose one of the following ways to enrol:

1. Online at our website www.citace.edu.au with your credit card
2. Email cit.solutions@cit.edu.au with your signed credit card details
3. Phone (02) 6207 4441 and have your credit card details ready
4. Fax (02) 6207 3430 with your signed credit card details
5. Mail your application and payment to CIT Solutions Pty Ltd
PO Box 226, JAMISON ACT 2614
6. In person between 9.00am–5.00pm Mon–Fri at:
J013, J Block, CIT Bruce Campus - EFTPOS available

Complete the enrolment form and fill in your credit card details OR attach your cheque/money order payable to CIT Solutions Pty Ltd.

Thank you for choosing CIT Solutions to continue your lifelong learning!

ENROLMENT CONDITIONS

Places will be allocated in order of receipt of payment. Remember, book early to secure your place.

All enrolments will be acknowledged by mail or email. If you do not receive this advice at least three days prior to course commencement, please phone our office for details. Enrolments are accepted up to the commencement date if places are available.

FEES/REFUNDS

CIT Solutions applies the following policy in assessing eligibility for refunds.

- ▶ No refund will be granted after fees have been paid, unless the course is cancelled.
- ▶ If CIT Solutions cancels a course in which you have enrolled and fees have been paid, a full refund of all fees will be approved. Please allow up to three weeks for the refund to be processed.
- ▶ Non-attendance at your enrolled course does not warrant a refund. You may substitute a student to take your place.
- ▶ In exceptional circumstances, consideration will be given to variations to this refund policy. If you consider that you have a basis for such a claim, you should write to Jenny Williams at CIT Solutions Pty Ltd, PO Box 226, Jamison Centre, ACT 2614 or email jenny.williams@cit.edu.au and attach relevant documentary evidence. Please note that a cancellation fee applies.

CIT Solutions Pty Ltd reserves the right to alter any of the arrangements as stated in this publication, either before or during the course and to cancel or terminate a course.

PRIVACY

All personal information provided will be handled confidentially in accordance with *Privacy Act 1988*.

CERTIFICATES

Certificates of Attendance for courses completed are issued on request.

GIFT VOUCHERS

Gift Certificates are available for courses.

FEEDBACK

If you have enjoyed your course or if you have any suggested improvements, we would like to hear from you. Either call us on 6207 4441, write to us at PO Box 226, Jamison Centre 2614 or visit our website www.citace.edu.au

Kerrie Wilmot
Business Manager
Centre for Adult Community Education

Do you have a suggestion for a course you'd like us to offer? We'd LOVE to hear it!
jenny.williams@cit.edu.au