1982

College of Technology, Bolton Street Prospectus 1982-83

City of Dublin Vocational Education Committee

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CALENDAR—SESSION 1982-83

Term 1

SEPT. Wednesday 1
  Commencement of Session.

Monday 6
  Commencement of apprenticeship courses except where otherwise arranged.
  Interviews and enrolments for Part-time & Evening Courses commence.

Monday 20
  Wholetime and part-time classes commence except where otherwise arranged.

Monday 27
  Evening classes commence except where otherwise arranged.

OCT. Wednesday 20
  Votive Mass. All classes closed.

DEC. Friday 17
  Final class meetings of first term.

Term 2

1983

JAN. Tuesday 4
  All classes resume.

FEB. Tuesday 1
  Closing date for applications to whole-time courses for 1983/84 session.

MARCH Tuesday 29
  Final class meetings of second term.

Term 3

APRIL Monday 11
  All classes resume.

MAY Monday 23
  Commencement of College Summer examination programme except where otherwise arranged.

JUNE Friday 17
  All classes terminate except where otherwise arranged.

Block Release Dates for Engineering and Construction Trades

Term 1: 1982
  Monday 27 September to Friday 10 December.

Term 2: 1983
  Tuesday 4 January to Friday 18 March.

Term 3: 1983
  Monday 11 April to Friday 17 June.

Classes will be closed on Public and Church Holidays during the session viz.: 25 October, 1 November, 8 December, 6 January, 17 March, 12 May, and 2 June.

NOTE:— This Calendar is subject to alteration during the session.
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CITY OF DUBLIN VOCATIONAL EDUCATION COMMITTEE

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Offices: Town Hall, Ballsbridge, Dublin 4. Telephone 680614.

COLLEGE OF TECHNOLOGY, BOLTON STREET

College Council:
Mr. Patrick Donegan (Chairman), 121 Shanard Road, Santry, Dublin 9.
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Mr. Denis Harley, College of Technology, Kevin Street, Dublin 8.
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Mr. D. McCaughey, 25 Louvain, Ardilea, Dublin 14.
Mr. Charles McManus, 12 Walkinstown Drive, Dublin 12.
Mr. James O’Keeffe, 138 Sundrive Road, Crumlin, Dublin 12.

Director: Mr. M. O'Donnell, BE BComm MEconSc CEng FIEI

Offices: 14 Upper Mount Street, Dublin 2.

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Mr. J. S. Hickey, MSc BA (Deputy Chairman)
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Mr. P. R. Flood, BComm MPA FMII MIITM
Mr. J. M. Forde, BE CEng MIEI
Mr. K. Fox, BArch FRIAI ARHA
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**INTRODUCTION**

Historical Note: In 1887 the first City of Dublin Technical School was established, and from this initiative the present system of schools and colleges later developed. The College building in Bolton Street was opened in 1911 and provided for education in Building, Engineering and Printing, lines of specialisation which have continued down to the present day. The first whole-time day courses commenced in 1920 with the inauguration of the Apprentice Scholarship Scheme. With the establishment of an Irish Government, technical education came within the province of the Department of Education and a Commission set up in 1926 made recommendations on development which led to the Vocational Education Act of 1930. The system of schools and colleges expanded in succeeding decades under the City of Dublin Vocational Education Committee, and the Bolton Street College was enlarged by new buildings in 1958 and 1963. The development of professional and technician courses began in the 1940's and these over the years gained the recognition of professional and vocational bodies in Ireland and other countries. The College caters for 7,500 students who attend full-time or part-time courses in apprentice, technician and technological education.

City of Dublin V.E.C. The College operates under the City of Dublin Vocational Education Committee. The CDVEC is assisted by a number of committees, including a Governing Body for Dublin Institute of Technology, College Councils for each of its six Colleges, a joint Academic Council and a Buildings Committee.

Dublin Institute of Technology: In 1978 the Dublin Institute of Technology was established by the Vocational Education Committee to co-ordinate the work of its six colleges. Bolton Street is the largest of the colleges, the other constituent Colleges being the College of Technology Kevin Street, the College of Commerce, the College of Catering, the College of Music and the College of Marketing and Design. Its work and awards have attained National and International recognition by academic, professional and industrial Institutions. Through a partnership agreement with the University of Dublin graduates of professional level courses are eligible for degrees of the university. Over 1,500 teaching staff are primarily concerned with teaching 20,000 students attending wholetime and part-time third level and apprentice courses. The Institute is also involved in research and development and there is a growing demand for advisory and consultative services in institutions in developing countries. The Colleges of the Institute have played a leading role in the evolution of technical and technological education in Ireland and continue to be involved with the latest developments in technology and commerce, maintaining their commitment to industrial, economic and cultural development.

College Council: The general direction of the affairs of the College is under the control of the College Council which is a sub-committee of the V.E.C. The Council consists of nine members nominated by the V.E.C., the Principal of the College, a member of academic staff elected by the staff and one student member nominated by the students' union. Its terms of reference include approval of annual estimates of expenditure, approval of the nature and range of courses offered, appointment of staff, responsibility for buildings and other facilities and generally examining any major proposals for development of the College.

College Executive Board: The College Executive Board helps in co-ordinating the work of the College and its academic programmes. It comprises the Principal, Heads of Schools, and Heads of Departments.

Departmental Boards: Departmental Boards are concerned with the development of courses and facilities at Departmental level. There are Course Committees to advise on development of major courses. There are also Advisory Committees for major disciplines which assist the College in keeping courses abreast of developments in the professional and industrial fields.
GENERAL INFORMATION & REGULATIONS

Method of Application

(a) Degree/Professional Courses.
Application for admission to all full-time degree level courses should be made to the CAO (Central Applications Office), Tower House, Eglinton Street, Galway on the appropriate form available on request from the CAO. The CAO Handbook giving details of application procedures and closing dates is issued with the application form. Mature and overseas students, together with students applying for the second or subsequent years of a degree course should apply direct to the College and not to the CAO.

The following College courses are in the CAO system:

<table>
<thead>
<tr>
<th>College Code</th>
<th>CAO Code</th>
<th>Course Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1</td>
<td>FT01 ARCHDEG</td>
<td>Diploma in Architecture</td>
</tr>
<tr>
<td>D3</td>
<td>FT03 ENVDGE</td>
<td>Diploma in Environmental Economics</td>
</tr>
<tr>
<td>D4</td>
<td>FT02 ECHDEG</td>
<td>Diploma in Construction Economics</td>
</tr>
<tr>
<td>D2M</td>
<td>FT04 MPENDEG</td>
<td>Diploma in Mechanical/Production Engineering</td>
</tr>
<tr>
<td>D4S</td>
<td>FT05 SENDEG</td>
<td>Diploma in Structural Engineering</td>
</tr>
</tbody>
</table>

(b) Technician & Other Wholetime Courses
Application for admission to technician and other wholetime courses not in the CAO system should be made to the College not later than 1st February, 1983 on the standard form available on request from the College Secretary. Late applications will be accepted up to 15th March, 1983 on payment of a late fee. Documentary evidence of qualifications, if available, may accompany applications. Candidates awaiting results of examinations taken in the year of application should bring proof of results if called for interview.

(c) Part-time and Evening Courses
It is not necessary to make application for admission to part-time and evening courses in advance of the enrolment date for the course. Enrolment will commence on 6th September, 1982.

Admission and Enrolment

Before acceptance of an application for admission to classes or courses applicants may be required to attend for interview. The College may require an applicant to sit an aptitude or other test before admission. Successful applicants for wholetime courses will be notified in writing in early September and invited to register for the course immediately.

Students attending for registration and enrolment are required to have the following:
(a) Letter of admission to the course, or CAO offer notice Part II.
(b) Proof of examination results in the case of non CAO applicants.
(c) Two copies of a recent passport type photograph signed on the back.
(d) Tuition fees for the Session or CAO offer notice Part II showing bank stamp on reverse side, or a letter from a Local Authority or other recognised body confirming that it will be responsible for the payment of tuition fees.

Fees

<table>
<thead>
<tr>
<th>Irish and other EEC Students</th>
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<tbody>
<tr>
<td>1. Wholetime Professional/ Degree Courses</td>
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<tr>
<td></td>
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<td>2. Wholetime Technician Courses</td>
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<td>3. Part-time day and evening courses</td>
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<tr>
<td></td>
</tr>
<tr>
<td>4. Evening Courses</td>
</tr>
</tbody>
</table>

5. Late Registration Fee | Non-EEC Countries | £30 |

6. OVERSEAS STUDENTS | Non-EEC Countries | £800 |

Note:

All Course and Examination Fees quoted are subject to revision.

The latest date for completing enrolment for classes commencing in the first term is 31st October or such earlier date as may be prescribed. Only in exceptional circumstances and subject to the additional payment of a late fee of £30 will applicants be admitted after that date.

All students are required to have a current College Identity Card. Students who were enrolled in the College in previous sessions must surrender the Identity Card previously issued to them. The Identity Card is the property of the College and may be demanded by the College or its Officers at any time. Students are therefore required to have their identity cards with them at all times while in the College. A charge of £1 will be made for the replacement of a College Identity Card and new photographs will be required. Change of address or place of employment should be reported to the Registration Department immediately.

Change of classes or courses may be made only with the consent of the Head of Department.

Students who are enrolled in Colleges through Irish Government Agencies may be admitted on paying the same fees as Irish students. Fees are payable on enrolment before commencing attendance at classes and are not refundable except where a class or course does not form. An enrolment is not transferable from one student to another.

In cases of hardship it may be possible to obtain remission of fees. Applications in this context should be made directly in confidence to the Principal stating the circumstances and if possible should be accompanied by a letter of support from someone familiar with the applicant (e.g. Clergyman).
Grants and Scholarships

(a) Local Authorities are empowered to make Higher Education grants to eligible students to enable them to pursue courses of higher education at the College. Applications for these grants should be addressed to the Secretary of the Local Authority in whose area the student’s parents normally reside.

(b) Vocational Education Committees are empowered to award scholarships to students from their area attending Technician and other third-level courses at the College. Applications for these scholarships should be directed to the VEC of the area where the student’s parents reside.

Students normally resident in the City of Dublin and who wish to compete for a scholarship from the City of Dublin Vocational Education Committee should complete the official application form. These forms are available from the College Secretary/Registrar or from Heads of Departments.

(c) AnCO, the Industrial Training Authority, offers a number of scholarships and grants each year to those pursuing Technician courses in the Engineering and Construction fields. Information on the scholarships and grants is available from AnCO, Box 456, Baggot Court, Dublin 2.

(d) Ivan Webb Scholarship: The Construction Industry Federation and the Master Builders Association have established a scholarship fund to commemorate the late Ivan Webb, a former Council member of both bodies who was killed in the Stansted air disaster. The object of the scholarship fund is to assist students in pursuing their courses of study. The scholarships apply to the full-time and part-time Higher Construction Technician Courses in the College and are awarded on the following basis: One scholarship valued at £500 to the student attaining the highest place in the results of the year’s work and examinations in the first year of the full-time course.

Two scholarships valued at £250 each to the two students attaining the highest places in the results of the year’s work and examinations in the second year of the part-time course.

(e) BETA Scholarships: These are offered by the Engineering Graduates of the College to nominated students in the wholetime degree level Engineering courses who achieve particularly meritorious performances in each year of their courses. The BETA Silver Medal is awarded to the outstanding Engineering graduate each session.

Mature Students

A mature student who is at least 24 years of age or over at the time of enrolment and who does not meet the normal minimum admission requirements may be considered for admission to appropriate courses after attending in person for interview and satisfying the College Authorities as to his/her ability to benefit from the proposed course. Such applicants may also be required to sit and pass an entrance test or a suitability test before admission to any course.
General Information and Regulations

Classes
Day classes will normally be held during the period 9.00 a.m. to 1.00 p.m. and 2.00 p.m. to 5.00 p.m. each weekday. Evening classes will normally be held from 7.00 p.m. to 10.00 p.m. except where otherwise arranged.

Formation and Continuation of Classes
The College reserves the right to change any or all of the syllabus, the day and time of meeting of any class and may cancel classes where the enrolment or attendance is considered inadequate. If for some reason a teacher is unable to attend, classes may be cancelled without notice.

Examinations
The College conducts its own examinations for a number of the professional and technician courses. These are moderated by external examiners and lead to College awards. The College also offers courses leading to examinations and awards of external bodies for which it is an approved examination centre. Students are required to acquaint themselves with the examination and promotion regulations of the course for which they enrol.

Entry Regulations
An examination entry fee of £15.00 is payable in respect of College sessional examinations and in the case of supplemental examinations a further fee of £15.00 is payable. Where examinations lead to an NCEA Certificate or Diploma, an additional fee is payable (for details see under National Council for Educational Awards). Students should note that those not achieving a minimum average attendance of 75% in each subject of their course, without a satisfactory explanation, will be refused permission to sit College examinations. The closing dates each year for receipt of College examination entry forms and fees are 31st January for the Summer examinations and 31st July for the Autumn examinations. Applications for entry to examinations received after these closing dates will be considered only in exceptional circumstances and at the discretion of the College Examinations Executive Board. Such applications are subject to a late entry fee of £15.00. No application for entry to College examinations will be considered if received later than 31st March for Summer examinations or 20th August for Autumn examinations.

Promotion Regulations
Promotion to a higher year or stage in any subject is contingent on reaching the required standard in the sessional examination in the lower grade. A candidate unsuccessful in a sessional examination may be permitted to sit a Supplemental examination, in relation to the same session, where such is offered in accordance with the regulations established for the course. Candidates who do not complete an examination in all subjects of the year or stage, or who are required to submit additional work, e.g. project or thesis, to the Examination Board for assessment before graduation or promotion to the next year of the course, must re-enter for that examination before 31st January and pay the appropriate fees. Students are required to submit regularly such project work and course work as may be prescribed by members of the academic staff and this will be taken into account in the assessment at the end of the session.

General
Candidates will be admitted to the Examination Room only on production of the Identity Card issued by the College in addition to the appropriate admission letter which is issued when and if an application to sit the examination is approved by the College. Students seeking a re-check of an examination result should submit a written request, specifying the grounds on which the request is made. Students seeking an appeal against an examination result must submit a formal written application on the standard form, available from the College Examinations Office, within two weeks of the issue of provisional results. Formal appeals must be accompanied by a fee of £15.00 and submitted to the Principal or Examinations Secretary.

Other Examinations
The College is a centre for a number of external examinations including the Department of Education and the City and Guilds of London Institute. Application for entry to these examinations must be made through the College Office in accordance with the closing dates as indicated on College Notice Boards.
In connection with the examinations of professional and other external bodies, students are advised to note the following:-

1. Admission to a course in the College may not of itself entitle students to sit for examinations of external bodies. Students are themselves responsible for ensuring that they satisfy all the requirements of the examining body concerned.
2. Students are expected to acquaint themselves with the current regulations for the examinations which they propose to take.
3. Students must make the necessary applications and provide all documents that may be required.
4. The College Authorities will give assistance and advice in the above matters.

National Council for Educational Awards
The NCEA was established by the Government in 1972 and awards qualifications in a number of areas of study in non-university institutions. At present students in the Engineering Technician’s Certificate and Diploma courses receive NCEA awards in addition to College awards. Additional examination entry fees are payable in respect of these awards as follows:-
First Stage £24.00, Certificate Stage £24.00 and Diploma Stage £30.00.
These fees are subject to revision.

University of Dublin
The City of Dublin Vocational Education Committee and the University of Dublin have entered into a formal agreement by which degree awards of the University are available to students of the College who successfully complete certain courses in Architecture, Engineering and Surveying. Details relating to these awards are given under the individual course entries.
General Information and Regulations

General Regulations

General regulations for Colleges and classes operating under the Authority of the City of Dublin Vocational Education Committee are displayed in the Entrance hall. All students are subject to these regulations and the regulations of Dublin Institute of Technology, together with more specific College regulations.

All College staff are authorised to enforce immediate disciplinary measures in respect of students whom they find violating the regulations of the College or otherwise misconducting themselves. The full cooperation of each student is invited in order to maintain the dignity and discipline of the College.

Students are not permitted to smoke in the College classrooms, laboratories, lecture theatres, workshops, library or gymnasium. Parking of pedal and motor cycles in the space provided in the College grounds is normally permitted. Students are not permitted to bring cars into the College parking area.

Students may use the facilities of the College, including the Gymnasium, on the understanding that they do so at their own risk. Though all reasonable care is taken, the College accepts no liability for student property lost, stolen or damaged on the College premises or grounds.

Locker accommodation is available for a considerable number of students on payment of a fee of £2.00 per session. This includes a deposit of £2.00 returnable only if the locker key is surrendered within seven days of the expiry of the period for which the locker has been granted, i.e., before the end of the academic session.

Office Hours

Office Hours: 9.00 a.m. to 12.45 p.m. and 2.15 p.m. to 5.00 p.m. Monday to Friday, and at special periods of the year at times which will be posted on the Notice Board. Except during enrolment periods, members of the staff will not be available for interviews or consultations except by prior appointment.

Cafeteria Facilities

The College Cafeteria is open throughout the session for lunches, teas and morning and afternoon snacks.

The Library

The Library plays a vital part in the academic structure and programmes of the College. It provides a comprehensive information service, and study facilities for students and staff. While the emphasis in the book collection is on the major college disciplines, there is a gradual build-up of other subject areas. A phased development plan is at present under way to increase the total stock from the existing 30,000 volumes to 40,000 volumes.

The Library also receives 600 current periodicals. The Library maintains close links with the City of Dublin Public Library system of which it forms part and it has access to the total holdings of that system. It also has close links with the Libraries of An Foras Forbartha, the Institute for Industrial Research & Standards, the Universities and other Research Institutes both here and abroad. Through these links photocopied material and books on inter-library loan may be quickly obtained. By arrangement facilities may also be provided for staff and senior students to use these libraries for research purposes.

The Students' Union

The Students' Union is the students' representative body in the College. Every student becomes a member of the Union on enrolment. The Union is democratically based and it is dependent for its effectiveness on the involvement of its members. It is administered by an Executive which is elected by the student body. The Union President is a full-time sabbatical officer with a wide range of tasks and responsibilities.

Each class in the College elects a representative to the Students' Union Council. In addition College Societies and the Union Executive are represented on the SUC and it is a forum for discussion and decision making.

The ultimate decision-making body of the Union is the General Meeting which is a meeting of the whole student body.

Functions of the Union:

1. To represent the views of its members.
   This the Union does at College level by representing the students on the College Council, Library and Cafeteria Committee and other bodies. It represents its members' views at national level through the Union of Students in Ireland.

2. To provide recreational and social facilities for its members. These include lunchtime concerts, parties, dances, and guest speakers. The Union also maintains a comfortable Common Room where students may meet, have discussions or just relax.
   The College Societies are also under the umbrella of the Union and, as well as parties, they organise trips, lectures and concerts. The Sports' Council acts as the co-ordinating body for the many sporting activities in the College.

3. To provide services for members.
   The Student Shop (D1) provides stationery, newspapers, sweets, drawing equipment and textbooks. It also issues International Student Identity Cards and provides information on Student travel.
   Union Offices: Room A51.
REGISTRATION

The application and enrolment dates for courses offered in the Institute shall be as published annually by the Institute.

Fees must be paid in full on enrolment and before admission to class by cash, bankers draft or money order or guarantee from granting body.

Intending students should note the Entry Requirements for admission to the various courses. Before acceptance of an application for admission to classes or courses, the applicant may be required to attend for interview and the College must be satisfied as to his/her ability to benefit from the proposed classes or course. Approval in this respect must be endorsed on the enrolment form by the designated College authority. A College may require an applicant to pass an entrance test and/or a suitability test before admitting him/her to any class or course.

Only in exceptional circumstances and subject to the additional payment of a late fee of £30 will applicants be admitted after the enrolment date as referred to in 1.

The sole proof of enrolment in any class or course in the College is the Official Receipt for the class or course fees paid. The Official Receipt must be shown to the Lecturer on first attendance at each class of the course. Lecturers are authorised to refuse admission to classes of students who do not show their Official Receipt.

Fees are not refundable except where a class or course does not form.

New students will be issued with an Identity Card. For this purpose and for the College records students must provide, at their own expense, three copies of a recent photograph (not returnable) of passport type and size. Students who were enrolled in the College in previous sessions must present the Identity Card previously issued to them for re-endorsement for the new session. Where Identity Cards have been lost or are no longer usable, the College should be informed as soon as possible and three copies of a recent photograph must again be provided as in the case of first enrolment. Students should note that an appropriate charge will be made for replacement of Identity Cards. The Identity Card is the property of the College and may be demanded by the College or its officers or agents at any time. Students are, therefore, required to carry their Identity Cards with them while in College or whenever they may be required to identify themselves as students of the College.

The onus is on the student to notify change of address or place of employment to the Secretary/Registrar immediately.

The College Principal, subject to the approval of the Vocational Education Committee and the Academic Council, may change any course and any or all of the examination regulations; the relevant students shall be given due notice of any such change.

1. The College Principal may change the day and time of any class and may cancel classes where the enrolment or attendance is considered inadequate. If for some reason a lecturer cannot attend, classes may be cancelled without notice.
2. No exchange of classes may be made after enrolment without the written consent of the Principal.
3. Overseas Students

Overseas students are required to hold the Leaving Certificate of the Department of Education or the General Certificate of Education Ordinary Level in six subjects including English and Mathematics or equivalent qualification. Applicants for professional or degree level courses are also required to have a minimum of two GCE Advanced Level subjects or equivalent.

It may be requested that applications be accompanied by a letter of recommendation from the Diplomatic Representative of the country of origin in Ireland, or, where there is no such representative, from the Ministry of Education in the country of origin.

No application will be accepted from overseas applicants for admission to part-time day or evening courses unless resident in the country.

STUDENT DISCIPLINE

Students are admitted subject to the regulations of the Institute and its Colleges as amended from time to time.

1. Students areexpected to participate in the College activities in a manner conducive to establishing a sound educational atmosphere.
2. All students are required to observe the published regulations laid down by the College.
3. Any student engaging in, or causing disruption of, a legitimate College activity may be suspended from the College.
4. Students must at all times obey the lawful instructions of lecturers and other members of the College staff who are responsible for the maintenance of good order.
5. Misconduct in any of the Colleges comprising the Institute may lead to suspension by the College Principal of the student or students concerned.
6. Students are liable for the cost of repair or replacement of College or Institute property maliciously or negligently damaged by them.
7. Students are not allowed to smoke in College except in areas designated for smoking.
8. Students will be issued with an Identity Card on enrolment. The Identity Card is the property of the College and may be demanded by the College or its officers or agents at any time. Students are, therefore, required to carry their Identity Cards with them while in College or whenever they may be required to identify themselves as students of the College.
9. The Vocational Education Committee reserves the right to expel from the College at any time any student whose conduct is in serious breach of the regulations.
10. Only College or Institute societies and clubs may advertise in the College. Students may only display posters and notices on the designated notice boards with the permission of the College Secretary/Registrar.
11. Student groups wishing to hold meetings in the College should make application in advance and receive the permission of the Secretary/Registrar before such meetings take place.
12. Alcoholic drink may not be brought into the building or grounds of the Institution without the prior permission of the College Principal.
13. Students are forbidden to park cars/bicycles/motorcycles except in such places as they are authorised to do so from time to time.

14. The College Secretary/Registrar must be consulted in advance if College Organisations or Student Unions propose to arrange parades, collections, demonstrations or any other activities of this kind, using the name of the Dublin Institute of Technology, or the name of any of the Colleges comprising the Institute. Approval is given on the understanding that relevant bye-laws and upon such conditions as are set down by the College are understood and will be observed. Notice to the appropriate public authorities, where required, should be arranged well in advance. Individual students participating in the name of the College in any activity outside College remain subject to the general regulation that students conduct shall not bring the College into disrepute.

15. An appeal by a student against a decision on disciplinary matters may be made by the student through the College concerned to the Disciplinary Appeals Board of the Institute; the Board shall comprise a membership as follows:
   (i) Chairman of the Institute or a member of the Committee acting on the Governing Body and nominated by the Chairman;
   (ii) The Chief Executive Officer;
   (iii) A College Principal of another DIT College;
   (iv) A Student Representative.

No member of a disciplinary committee may be a member of the appeals board.

ATTENDANCE

1. A full attendance at classes in all subjects of the course is expected, a minimum attendance of 75% in all subjects of the course is required.

2. Students who fail to comply with this requirement without satisfactory explanation to the College Secretary/Registrar will be refused permission to sit College examinations, and endorsement of their entries for external examinations will similarly be refused.

3. The Vocational Education Committee may expel any student without refund of fees, for irregular or unpunctual attendance. Three successive absences or unsatisfactory attendance from any class may lead to suspension from the entire course, unless a satisfactory written explanation is submitted to the Principal.

4. Students must provide themselves with such books, instruments and equipment (including special clothing) as their classes may, in the opinion of the College, require. Safety precautions, and such other regulations as the work of the College may require, must be observed as prescribed.

5. Students are required to keep such notebooks and record books, and to undertake and submit by the dates specified such course work and assignments as specified by members of the teaching staff. Failure in this respect may lead to suspension or expulsion.

6. Apprentices should note that details of employment and the attendance of all apprentices enrolled in release courses are made available to the relevant authority and employer.

JULY 1981
Architecture, Surveying and Building

The School provides courses at technological and technician levels for occupations within the building industry, and brings together in the process of education those who will work together professionally in later careers.

The Architect is responsible for the design and supervision of building projects.

The Construction Economist, as quantity surveyor, is concerned with the cost implications of project designs and the financial management of building operations.

The Building Manager is concerned with production management of the building process.

The Environmental Economist has a similar role in the wider range of urban development and planning, or in estate management.

The Geo-Surveyor is concerned with the land itself, its nature, its resources, and the measurement and definition of these.

Employment opportunities in all cases exist in a range from personal professional consultancy to employment in architectural and building organisations and in State or municipal departments.
TECHNOLOGICAL AND TECHNICIAN COURSES — WHOLE TIME

D1. DIPLOMA COURSE IN ARCHITECTURE
This is a five-year whole-time course leading to the Diploma in Architecture. Graduates from the course become eligible for membership of the Royal Institute of the Architects of Ireland after they have completed the requirements relating to practical experience and professional practice. Success in the Third Year gives exemptions from the Intermediate Examinations of the Royal Institute of the Architects of Ireland. Holders of the Diploma are eligible for the award of the B.Arch.Sc. Degree of the University of Dublin. All subjects must be passed in any year of the course before a student can be considered for promotion to the next year of the course.

Entrance Standard
The minimum preliminary educational qualifications required for direct entry, subject to interview and suitability assessment by the Interview Board, are:
(a) The Department of Education Leaving Certificate with not lower than grade D in a minimum of four subjects and at least two other subjects at Grade A, B or C on the Higher Level Course or
(b) The General Certificate of Education with not lower than Grade D in four subjects and at least two other subjects at Advanced Level or
(c) Equivalent qualifications (i.e. Matriculation of the National University of Ireland).

Note: Subjects must include Mathematics and English.

Subjects of Instruction are
First Year
Studio Work; Architectural Design; Building Construction and Materials; History of Architecture; Theory of Architecture; Mathematics and Statistics; Mechanics; Physics; Chemistry.
Second Year
Studio Work; Theory of Architecture; Irish Art and Architecture; Art and Civilisation; Building Construction and Materials; Building Services I; Theory of Structures; Physics; Chemistry.
Third Year
Studio Work; Theory of Architecture; History of Town Planning; Interior Design; Building Construction; Building Practice; Building Services II; Building Materials; Structural Engineering; Surveying and Levelling; Computer Studies.
Fourth Year
Studio Work; Theory of Architecture; History of Architecture; Building Construction; Structural Engineering; Professional Practice; Interior Design (including Furniture design); Urban Design; Economics and Cost Control; Computer Studies.

Fifth Year
Studio Work; Structural Engineering; Professional Practice; Urban Design; Specifications and Materials; Economics and Cost Control; History of Architecture.

Note

D8. ARCHITECTURAL TECHNICIAN DIPLOMA COURSE
This is a three-year whole-time course designed to train Architectural Technicians and leading to the Architectural Technicians' Diploma. The Final examination of the course is accepted as a qualification for Technician membership of the Royal Institute of Architects of Ireland, for Associate membership of the Institute of Architectural and Associate Technicians and for membership after two years of practical experience.

Entrance Requirements
The minimum preliminary educational qualifications required for direct entry, subject to interview and suitability assessment by the Interview Board, are:
(a) The Leaving Certificate of the Department of Education in at least five subjects or
(b) The equivalent in the Matriculation Certificate of a recognised University OR
(c) The General Certificate of Education in at least five subjects

Note: Subjects must include Mathematics and English.

Applicants holding the above qualifications will be asked to attend for an aptitude/suitability test. Those who score well in the test will be called for interview after which the places available on the course will be allocated.

Course of Study
First Year
Second Year
Building Construction, Building Materials, Structures, Surveying and Levelling, Building Services, Pre-fabrication and System Building, Joinery and Projects.
Third Year
Building Technology, Building Materials, Structures, Building Services and Specifications, Contracts and Architectural Practice.

Examination and Other Requirements
Progress to successive years of the course is decided on the basis of the student's work during the session and success in the college sessional examinations. Students are required to gain approved practical experience in professional offices during the summer vacations.
### D3. DIPLOMA COURSE IN ENVIRONMENTAL ECONOMICS

This is a four-year whole-time course leading to a Diploma in Environmental Economics. It is designed for those who wish to work as Valuers, Estate Agents, Property Advisers, Developers and Planners in either private or public employment. Holders of the Diploma are exempted from all academic examinations leading to Corporate Membership of the General Practice Division of the Royal Institution of Chartered Surveyors. They receive similar exemption from the Planning and Development Division of the Institution except for having to sit two of the papers of the Final examinations. They are exempted from the Intermediate Examination of the Royal Town Planning Institute. The Course is also recognised by the Irish Auctioneers' and Valuers' Institute. Holders of the Diploma are eligible for the award of the Degree B.Sc. of the University of Dublin and are accepted for entry to appropriate University Post Graduate courses in Ireland and abroad.

#### Course of Study

| Fourth Year | Economics, Valuations, Planning Taxation. In the fourth year each student prepares a major dissertation as part of the final examination. |

#### Practical Experience

Students are required to gain Industrial and Professional experience during the extended summer vacations.

#### Entry Qualifications

Entry to the course is by selection of those applicants holding the following minimum qualifications:

(a) The Secondary Schools Leaving Certificate in at least six subjects including Mathematics and English with a minimum Grade C in two subjects at Higher Level

OR

(b) The equivalent in the Matriculation Certificate of a recognised University

OR

(c) The General Certificate of Education with a minimum of two subjects at Advanced Level and four subjects at Ordinary Level including Mathematics and English Language or Literature.

### D4. DIPLOMA COURSE IN CONSTRUCTION ECONOMICS

This is a four-year whole-time course leading to a Diploma in Construction Economics or Construction Management. It is designed for those who wish to work as Quantity Surveyors, Economic Advisers in the Construction Industry or Building Development Co-ordinators. Holders of the Diploma are exempted from all academic examinations leading to Corporate Membership of the Royal Institution of Chartered Surveyors (Quantity Surveying Division), the Institute of Quantity Surveyors and the Construction Surveyors' Institute. They are also exempted for all except two subjects in the Final Part II of the examinations of the Chartered Institute of Building. Holders of the Diploma are also eligible for the award of the Degree B.Sc. (Surveying) of the University of Dublin and are accepted for entry to appropriate University Post-Graduate courses in Ireland and abroad.

#### Course of Study

| Fourth Year | Financial Management, Building Economics, Contract Administration, Measurement. In the fourth year each student prepares a major dissertation as part of the final examination. |

#### Practical Experience

Students are required to gain Industrial and Professional experience during the extended summer vacations.

#### Entry Qualifications

Entry to the course is by selection of those applicants holding the following minimum qualifications:

(a) The Secondary Schools Leaving Certificate in at least six subjects including Mathematics and English with a minimum Grade C in two subjects at Higher Level

OR

(b) The equivalent in the Matriculation Certificate of a recognised University.

OR

(c) The General Certificate of Education with a minimum of two subjects at Advanced Level and four subjects at Ordinary Level including Mathematics and English Language or Literature.
**Technological and Technician Courses**

**D7. DIPLOMA COURSE IN BUILDING MANAGEMENT**

As a development of its courses for the building sector the College proposes to offer from the 1983/84 session a new four-year course leading to a Diploma in Building Management awarded by Dublin Institute of Technology. In the first two years the course will be a similar programme to that of the present Construction Economics Diploma. The entry requirements will also be similar.

**D2A. CONSTRUCTION TECHNICIAN DIPLOMA COURSE**

This is a three-year full-time course leading to a Technician Diploma in Construction and is designed for those who wish to work at middle management level in the Building Industry. Holders of this Diploma qualify for Associateship of the Chartered Institute of Building, Licentiateship of the Construction Surveyors Institute and Technician membership of the Incorporated Association of Architects and Surveyors.

**Course of Study**

**First Year**
- Mathematics; Science for Technology; Land Surveying I; Accountancy; Construction Technology I; Measurement I

**Second Year**
- Builders' Accounts; Land Surveying II; Estimation and Price Build Up; Construction Technology II; Measurement II; Computer Usage.

**Third Year**
- Construction Law; Management; Economics; Construction Technology III; Measurement and Specification III; Variations.

Full-time students are required to gain industrial experience during the summer vacation.

**Entry Qualifications**

Entry to the course is by selection following interview of those applicants holding the following minimum qualifications:

(a) The Secondary Schools Leaving Certificate with passes in a minimum of five subjects including Mathematics and English OR

(b) A recognised equivalent.

Preference will be given to applicants with good grades in Mathematics.

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**GEO-SURVEYING TECHNICIAN CERTIFICATE/DIPLOMA COURSE**

This is a three year whole-time Technician Certificate and Diploma course in Surveying which prepares students for careers in land and mining surveying in both the public and private sectors of employment.

**Course of Study**

**First Year**
- Mathematics and Statistics; Science including Electronics; Surveying Methods and Practice; Theory and Use of Instruments; Survey Drawing; Computer Programming; Liberal Studies.

**Second Year (Certificate Stage)**
- Elements of Law and Administration: Instrumentation; Elements of Hydrographic Surveying; Introduction to Photogrammetry and Cartography; Geology; Mineral Technology: Mathematics; Science; Land Survey; Mine and Engineering Survey.

**Third Year (Diploma Stage)**
- Cartography; Land Surveying and Astronomy; Photogrammetry; Engineering Surveying; Mathematics and Statistics; Geophysics and Mine Surveying; Field Practical and Dissertation.

**Practical Experience**

Field camps are conducted at the end of the first year and also at the end of the second year for those proceeding to the third year of the course. In addition students are required to gain field experience during the summer vacation.

**Entry Qualifications**

Entry to the course is by selection following interview of those applicants holding the following qualifications:

(a) The Secondary Schools Leaving Certificate with passes in a minimum of five subjects including Mathematics and English, OR

(b) A recognised equivalent.

Preference will be given to applicants with good grades in Mathematics.

**D6. URBAN DESIGN (POST GRADUATE)**

Commencement of course is subject to additional accommodation and finance being available to the College.

**D10. PLANNING TECHNICIAN CERTIFICATE COURSE**

Commencement of course is subject to additional accommodation and finance being available to the College.
TECHNOLOGICAL AND TECHNICIAN COURSES
PART-TIME

D2B. CONSTRUCTION TECHNICIAN DIPLOMA COURSE PART-TIME
This day release course is similar to the whole-time Diploma course and leads to the award of the Construction Technician's Diploma. Classes are scheduled on one day and two evenings per week over a period of four years. Entry to this course is open to those holding:
(a) The secondary schools Leaving Certificate in at least five subjects including Mathematics OR The Matriculation Certificate of a recognised University OR The General Certificate of Education.
(b) Appropriate employment in the Construction Industry.

D4A. DIPLOMA COURSE IN CONSTRUCTION ECONOMICS PART-TIME
This day release course is similar to the whole-time Diploma course and leads to the award of a Diploma in Construction Economics. Classes are scheduled on one day and two evenings per week over a period of six years. The academic entry qualifications for the course are similar to D4. In addition candidates must be in appropriate employment in the Construction Industry.

SHORT-TERM COURSES
Short-term Courses in Building and Project Management may be held during the session. Enquiries relating to these will be welcome.

Architecture, Surveying & Building Evening Courses

E1. CONSTRUCTION TECHNICIAN
This is a four year evening course in Building Construction and associated subjects in preparation for the Department of Education and City & Guilds of London Institute examinations. It is organised by the Department of Building Trades B in Linen Hall.

Course Duration
4 years — 3 evenings per week.

Objectives
Elementary level examination at the end of the second year. Intermediate level examination at the end of third year. Advanced level examination at the end of fourth year.

Entry Requirements
Employment in the Construction Industry
Exemption from First Year of the course may be granted to an applicant who has achieved an acceptable level in Drawing and Building Subjects.
Success in the Elementary Stage examination is a requirement for entry into the Third Year of the course.
Success in the Intermediate Stage examination is a requirement for entry into the Final Year of the course.

Subjects
1st and 2nd Year
3rd Year
4th Year

E4. PROFESSIONAL COURSE IN SURVEYING AND CONSTRUCTION STUDIES
This is a three-year, two-stage evening link course to enable students who hold Intermediate Level qualifications in the construction and surveying fields to progress to full professional qualifications of the appropriate institution.
Students may attend classes up to five evenings per week depending on their selection of subjects.

Entry Qualifications
Technological and Technician Courses

E9A. PHOTOGRAMMETRY AND CARTOGRAPHY
This is a one-year evening course involving attendance for nine hours per week for twenty-two weeks. The course is open to people employed in Cartography and will cover modern methods of Surveying and Map Production.

E9C. BUILDING PROJECT MANAGEMENT
This is a one-year course involving attendance for nine hours per week for twenty-two weeks. The course is confined to persons who have held positions of responsibility in the building field for at least two years.
The School of Engineering encompasses two departments within the College — Engineering Technology, and the Science, Mathematics, Computing and General Studies Department.

The academic programmes in Engineering within the College range from Craft to full professional level. It is the College policy to provide an integrated system, horizontally in the range of technologies and vertically in their levels. In this way it is hoped that all students will find courses suitable to their needs and abilities. Opportunities for transfer or promotion to related disciplines are provided.

The Engineering School maintains close links with industry through direct contact with employers, through vacation training project work and research activities. The links with professional institutions are strong and there is a conscious awareness of modern needs in technological education and training.

Most of the professional engineers who graduate annually enter employment in Irish manufacturing or process industries or consultancy practices where their thorough preparation enables them to make a useful contribution immediately. Some continue to post-graduate work at home or abroad in Britain, Canada, or the United States.
The College is aware of the growing need for technicians in Ireland and in recent years has developed a number of courses to meet the demands which exist. The opportunities for technician graduates continue to expand and such courses offer very attractive prospects to young people in search of interesting careers.

The Evening School continues to form an important part of the Engineering School's activities. Programmes are kept under review and every attempt is made to assist technical personnel to keep abreast of the latest advances and new technological developments.

All applicants who meet the minimum specified educational requirements for entry are interviewed shortly before the commencement of the course in September. As the accommodation of the College is limited it is regretted that in many cases only some of the applicants can be accepted.

**TECHNOLOGICAL AND TECHNICIAN COURSES — WHOLE-TIME**

**D40.**

**PRELIMINARY ENGINEERING COURSE**

This is a one-year whole-time course commencing each year about mid-September. Its purpose is to prepare suitable students for entry to the Professional Engineering Courses D42M or D42S or for entry into one of the College’s Engineering Technician courses where appropriate.

**Entrance Requirements**

Leaving Certificate of the Department of Education with good passes in Mathematics, English, and three other subjects; or equivalent.

**Course of Study**

The subjects studied are: Mathematics, Mechanics, Engineering Technology, Physics, Chemistry, Engineering Drawing, and Complementary Studies.

**Examinations and Other Requirements**

Students are required to:

(a) take a College examination at the end of the session;

(b) present laboratory notebooks and project work reports to the satisfaction of the College authorities.

Students who reach a satisfactory standard in the College examination for this course qualify for direct entry into either course D42M or D42S without further assessment and are notified of this in early July.

**D42M.**

**PROFESSIONAL COURSE IN ENGINEERING — MECHANICAL AND PRODUCTION ENGINEERING**

This is a four-year full-time course which prepares young people with a suitable aptitude and educational background for a career in mechanical or production Engineering and particularly for employment in either manufacturing or process industries.

**Entrance Requirements**

(a) Leaving Certificate of the Department of Education in six subjects with Grade C or better in the higher course in Mathematics and a suitable Science subject (viz. Physics, Chemistry, Physics and Chemistry, Applied Mathematics or Mechanics), and a pass in four other subjects OR

(b) Such other qualifications as the College may deem to be equivalent.

**Course of Study**

First Year — Mathematics, Mechanics, Engineering Drawing, Engineering Technology, Physics, Materials Science, Communications and Social Studies.

Second Year — Mathematics, Electrotechnology, Mechanics, Materials Science, Thermodynamics, Fluids, Drawing, Manufacturing Technology, Economic and Social Studies, Project and Laboratory Work.

Third Year — Mathematics and Computing, Mechanics of Materials, Mechanics of Machines, Control Engineering, Management Studies, Electrotechnology, Materials Science (core subjects) and Thermodynamics, Fluid Mechanics, Engineering Design (Mechanical option) or Manufacturing Technology, Industrial Engineering, Product Design (Production option) with appropriate Laboratory work.

Fourth Year — Mathematics and Computing, Control Engineering, Management Studies (core subjects) and Thermodynamics, Fluid Mechanics, Mechanics of Machines, Mechanics of Materials (Mechanical option) or Mechanics, Materials Science, Manufacturing Technology, Production Management, (Production option) with appropriate laboratory work.
In the Final Year, students are also required to carry out an individual design or research project and to submit a thesis on the work undertaken.

Progress to successive years of the course is decided on the basis of the student's work during the session, and success in the College sessional examination. It is an essential requirement of the course that the student completes a 2-3 month period gaining suitable practical experience during each Summer and submits a report on it.

At the completion of the course, students who have been successful in the Final examination will be eligible for the award of the College Diploma in Engineering. They are also eligible for the award of the B.Sc. (Eng.) degree of the University of Dublin.

Students holding this Diploma meet the academic requirements for membership of the Institution of Engineers of Ireland. It is also widely accepted by Universities in Ireland and abroad as meeting their academic requirements for entry into post-graduate courses.

This is a four-year full-time course which prepares young people with a suitable aptitude and educational background for a career as Structural Engineers. Structural engineering is a branch of Civil Engineering related to the design of buildings, bridges and other construction projects.

As for Course D42M.

First Year — Mathematics, Mechanics, Engineering Drawing, Engineering Technology, Physics, Materials Science, Communications and Social Studies.

Second Year — Mathematics, Materials Science, Fluid Mechanics, Structural Drawing and Design, Construction Technology and Services, Surveying, Concrete Technology and Soil Mechanics, Economic and Social Studies, and Laboratory Work.


At the completion of the course students who have been successful in the Final examination will be eligible for the award of the College Diploma in Engineering. They are also eligible for the B.Sc. (Eng.) degree of the University of Dublin.

Students holding this Diploma meet the academic requirements for membership of the Institution of Engineers of Ireland. It is also widely accepted by Universities in Ireland and abroad as meeting their academic requirements for entry into post-graduate courses.

Leaving Certificate or equivalent in five subjects, preferably with passes in Mathematics, Physics and English. Candidates will be called for interview before being finally accepted for admission to the course.


Progress to successive years of the course will be on the basis of the student's work during the session and success in the College sessional examinations. Only students who successfully complete the Certificate stage and who display an aptitude for management will be accepted for the Diploma stage. A requirement of the course is that students spend 2-3 months of each Summer Vacation in suitable employment in the Motor Industry gaining appropriate experience. Where students are unable to arrange this employment, the Graduate Society of the Institute of the Motor Industry, the College Authorities and the Student Society of Motor Industry Management will assist in their placement.

Students qualifying for the award of the Diploma are eligible for full exemptions from the examination requirements of the Institute of the Motor Industry and by taking an extra examination in Road Transport Management qualify for exemption from the examination requirements of the Institute of Road Transport Engineers.

Intermediate Certificate of the Department of Education in suitable subjects; or

(c) employment in an Aeronautical Engineering environment.
Professional Bodies

Recognition by Requirements

Entrance First Year Examination and Technological and Technician Course

Those who have successfully completed the Certificate Stage of this course meet the academic requirements for Technician status with the Institution of Engineers of Ireland, while those who have completed the Diploma stage meet the Technician engineer level and can qualify for the non-Corporate Associateship grade of membership after they have completed a suitable period of practical training.

D46H. ENVIRONMENTAL/BUILDING SERVICES ENGINEERING TECHNICIAN CERTIFICATE AND DIPLOMA COURSE

This course prepares students for a Technician Certificate award in Environmental/Building Services Engineering at the end of two years and for a Technician Diploma award at the end of a further year of study. The students attend the College from the end of September until the end of May each year and they spend the Summer months gaining practical experience in Heating, Ventilating and Air Conditioning design in Consulting Engineers' offices and related industry.

Entrance Requirements

First Year — Leaving Certificate or equivalent, with good passes in Mathematics, a Science subject (preferably Physics), English and two other subjects or equivalent.

Third Year (Diploma Stage) — Students are expected to reach Credit or Distinction level in the Certificate Examination at the end of the second year to qualify for admission to the third year of the course leading to the Diploma award. Students who hold a Pass Certificate and at least one year of appropriate post-Certificate experience may also be considered.

Course of Study


Examination and Other Requirements

(a) Students take a College examination at the end of each year, which is moderated by the National Council for Educational Awards, and

(b) they are required to submit a report on their Summer vacation training each year and also reports on their project and laboratory work.

Recognition by Professional Bodies

Those who have successfully completed the Certificate Stage of this course meet the academic requirements for Technician status with the Institution of Engineers of Ireland, while those who have completed the Diploma stage meet the Technician engineer level and can qualify for the non-Corporate Associateship grade of membership after they have completed a suitable period of practical training.
D46M. MECHANICAL ENGINEERING TECHNICIAN CERTIFICATE AND DIPLOMA COURSE

This course prepares students for a Technician Certificate award in Mechanical Engineering at the end of two years and for a Technician Diploma award at the end of a further year. The students attend the College for eight months each year commencing in September, and they spend the summer period getting practical experience in industry, design offices etc.

Entrance Requirements

First Year — Leaving Certificate or equivalent with good passes in Mathematics, a Science subject (preferably Physics), English and two other subjects or equivalent.

Third Year (Diploma Stage) — Students are expected to reach Credit or Distinction level in the Certificate examination at the end of the second year to qualify for admission to the third year of the course leading to the Diploma award. Students who hold a Pass Certificate and at least one year of appropriate experience post-certificate may also be considered. The Diploma stage is specialised. At present two options are offered — Manufacturing Technology or Process Plant.

Course of Study


Second Year — Mathematics, Thermal and Fluid Plant, Electrotechnology and Industrial Instrumentation, Complementary Studies, Mechanics, Drawing, Design and Engineering Materials, Production Technology.


Examination and Other Requirements

(a) Students take a College examination at the end of each session, which is moderated by the National Council for Educational Awards.

(b) They are required to submit a report on their industrial training each year and also reports on their Project and laboratory work.

Recognition by Professional Bodies

Those who have successfully completed the Certificate Stage of this course meet the academic requirements for Technician status with the Institution of Engineers of Ireland, while those who have completed the Diploma Stage are at Technician Engineer level and can qualify for the non-Corporate Associateship grade of membership after they have completed a suitable period of practical training.

D3. TECHNOLOGICAL AND TECHNICIAN COURSES — PART-TIME

D31. BUILDING SERVICES ENGINEERING

This course prepares students, with an Environmental Engineering Technician Diploma or equivalent qualification, for the new Part II Examination of the Chartered Institute of Building Services. (C.I.B.S.) It is a two-year course and all applicants are expected to have a good background in Heating, Ventilating and Air Conditioning Engineering practice. Details of the syllabus and sample examination papers are available from the C.I.B.S. at 49 Cadogan Square, London SW1X 0JB.

D41. GRADUATE COURSE IN ENGINEERING

A four-year part-time day and evening course in preparation for the examinations of the Professional Engineering bodies. This course of study is as set out for course E41 which is the parallel evening course.

D43C. CIVIL ENGINEERING TECHNICIAN CERTIFICATE AND DIPLOMA COURSE

This part-time day and evening course prepares students for a Technician Certificate/Diploma in Civil Engineering. Students are expected to be already suitably employed in a Civil Engineering or Construction firm before commencing the course. It parallels course D46C and follows the same syllabus.

Entrance Requirements

Leaving Certificate or equivalent with passes in Mathematics, a Science subject (preferably Physics), English, and two other subjects or a Senior Trade Certificate with suitable endorsement.

Course of Study

Stage I — First and Second Year Subjects: Mathematics, Engineering Science, Mechanics, Drawing, Surveying, Construction Technology and Complementary Studies.


Stage III — Fifth and Sixth Years — Diploma Stage: This stage offers options in Municipal Engineering and Structural Engineering. Candidates are expected to be employed and gaining suitable experience in the appropriate field and are required to have passed the Certificate Stage with Credit, or have at least one year’s suitable experience together with a Pass Certificate. Subjects: Mathematics, Road Engineering, Management Studies, Planning and Building Regulations, Hydraulics and Sanitary Services, Design and a Project (Municipal option) and Mathematics, Management Studies, Theory of Structures, Structural Design (Concrete), Structural Design (Steel), Municipal Engineering, and a project (Structural Option).
Technological and Technician Courses

Examinations
At the end of each year students take a College Examination which is moderated by the National Council for Educational Awards.

Other Requirements

Recognition by Professional Bodies

Those who have successfully completed the Certificate Stage of this course meet the academic requirements for Technician status with the Institution of Engineers of Ireland, while those who have completed the Diploma stage meet the Technician Engineer level and can qualify for the non-Corporate Associateship grade of membership after they have completed a suitable period of practical training.

MECHANICAL ENGINEERING TECHNICIAN
CERTIFICATE AND DIPLOMA COURSE

This part-time and evening course prepares students for a Technician Certificate/Diploma in Mechanical Engineering. Students are expected to be already suitably employed in Mechanical Engineering before commencing the course. It parallels course D46M and follows the same syllabus.

Entrance Requirements
Leaving Certificate or equivalent with passes in Mathematics, a Science subject (preferably Physics), English, and two other subjects or a Senior Trade Certificate with suitable endorsement.

Course of Study


Stage II — Third and Fourth Year — Certificate Stage: At this stage three options are offered: Mechanical, Welding and Fluid Power Engineering, Common Subjects: Mathematics, Thermal and Fluid Plant, Electrotechnology and Industrial Instrumentation, Complementary Studies.


Stage III — Fifth and Sixth Years — Diploma Stage — At this stage an Instrumentation Option is offered on a part-time basis at present and candidates are expected to be employed in this field.


Candidates are required to have passed the Certificate Stage with Credit, or to have at least one year's suitable experience together with a Pass Certificate.

ENVIRONMENTAL/BUILDINGS SERVICES
ENGINEERING TECHNICIANS
CERTIFICATE AND DIPLOMA COURSE

This part-time day and evening course prepares students for a Technician Certificate/Diploma in Environmental/Building Services Engineering. Students are expected to be already suitably employed in Building Services Engineering before commencing the course. It parallels Course D46H and follows a similar syllabus.

Entrance Requirements
Leaving Certificate or equivalent with passes in Mathematics, a Science subject (preferably Physics) and two other subjects or a Senior Trade Certificate with suitable endorsement.

Course of Study

Stage I — First and Second Years

Stage II — Third and Fourth Years — Certificate Stage
At this stage two options are available, Building Services and Refrigeration Technology.

Common Subjects: Mathematics, Thermal and Fluid Plant, Electrotechnology and Industrial Instrumentation, Complementary Studies.


Stage III — Fifth and Sixth Years — Diploma Stage
MECHANICAL ENGINEERING TECHNICIAN COURSE
This part-time day and evening course is intended to prepare suitable students for the City & Guilds of London examinations for Mechanical Engineering Technicians (255). The course is for technicians and draughtsmen engaged in the following types of employment: Machine Tool Operation, Jig & Tool Design, Engineering Production and Design Draughtsmen.

Entrance Requirements
Elementary Stage Technological Certificate of the Department of Education examinations in Mechanical Engineering, Leaving Certificate or endorsement in Senior Craft Certificate.

Course of Study
First Year

Second Year
Science and Mathematics, Drawing and Materials, Production Technology and General Studies.

Third Year
Production Technology, Mathematics and Statistics, Metrology and Management Studies.

Examinations and Other Requirements
At the end of the first year students take the Part I examination of the City & Guilds of London Institute No. 255, Part II at the end of the second year, and Part III at the end of the third year.

SHORT COURSE PROGRAMME
A series of 2-5 day short courses on modern developments in Engineering Technology will be organised at different stages during the session. These may include:
(a) Low Cost Automation;
(b) Fluid Power;
(c) Maintenance Management Techniques;
(d) Modern Production Methods;
(e) New Developments in Welding Technology;
(f) Fuel Technology;
(g) Fire Safety;
(h) CP110 and Structural Design;
(i) New Materials;
(k) Water Pollution Control;
(l) Energy Conservation;
(m) Engineering Costing and Estimating.

BUILDING SERVICES ENGINEERING
This course prepares students, with an Environmental Engineering Technician Diploma or equivalent qualification, for the Part II Examination of the Chartered Institute of Building Services. (C.I.B.S.)
It is a two year course and all applicants are expected to have a good background in Heating, Ventilating and Air Conditioning Engineering practice. Details of the syllabus and sample examination papers are available from the C.I.B.S. at 49 Cadogan Square, London SW1X 0JB.

GRADUATE COURSES IN ENGINEERING
A 4-year course to prepare students for the examinations of Professional Engineering bodies including:
(1) Institution of Engineers of Ireland.
(2) Council of Engineering Institutions (CEI) and its constituent bodies including:
(a) The Institution of Mechanical Engineers;
(b) The Institution of Production Engineers;
(c) The Institution of Structural Engineers;
(d) The Institution of Municipal Engineers.

Courses are offered for both Part I and Part II stages provided there are sufficient applicants of a suitable educational standard.

Part I. Some or all of the following subjects may be offered: Mathematics, Mechanics, Thermodynamics, Electrotechnics, Properties of Materials and Presentation of Engineering Information.

Part II. Depending on demand, the following subjects may be offered: The Engineer in Society, Mechanics and Properties of Materials, Fluid Mechanics, Structural Analysis, Structural Design, Thermodynamics, Organisation of Large Constructions, Engineering Geology and possibly other subjects. Students are required to complete a laboratory programme as part of this stage.

Full details of the syllabus and examination regulations are contained in CEI Statement No. 10, available from the Council of Engineering Institutions, 2, Little Smith Street, London SW1, or from the Institution of Engineers of Ireland, 22 Clyde Road, Dublin 4.

Entrance Requirements
Before entry, applicants must meet the requirements of the appropriate Institution for Student Membership. They are urged to make early application to the Institution because it may take several months to process and it is not possible to sit the examination until this has been completed. Generally the requirements for the CEI are Advanced Level GCE in Mathematics and Physics and Ordinary Level GCE in English and two other subjects.
The requirement for student membership of the Institution of Engineers of Ireland is Leaving Certificate with Honours or GCE Advanced Level in Mathematics and a suitable Science subject together with four Ordinary Level subjects including English.

Certain Technician qualifications also meet the educational requirements for student membership and may give exemption from all or some subjects in Part I. Details are available from the appropriate Institution.

E42. MECHANICAL ENGINEERING TECHNOLOGICAL CERTIFICATE COURSE

This course is intended to prepare students for the Certificate examinations of the Department of Education in Mechanical Engineering as follows:

At the end of the First year - Elementary Stage, Subjects: Mathematics, Mechanics, Heat, Drawing.


At the end of the Third year - Advanced Stage, Subjects: Mathematics, Mechanics, Heat Engines, Drawing.

Entrance Requirements

The entrance requirements are Department of Education Intermediate Certificate or Day Group Certificate with passes in Mathematics, English and a Science subject. Students with Leaving Certificate which includes a pass in Mathematics and a Science subject may enter the course at the second year stage.

E43C. CIVIL ENGINEERING TECHNICIANS’ CERTIFICATE AND DIPLOMA COURSE

This is a six-year evening course to prepare students in suitable employment for a Civil Engineering Technicians’ Certificate/Diploma. It parallels Course D43C and Course D46C and follows a similar syllabus but more specialised options are available in both Fluid Power and Welding at Certificate level and Instrumentation at Diploma level.

Entrance Requirements

The entrance requirement is Leaving Certificate in five subjects including Mathematics and English, or the Senior Trade Certificate with endorsement, or equivalent qualification.

Subjects

Stage I - First & Second Years

Stage II - Third & Fourth Years - Certificate Stage
Structural Design and Detailing, Engineering Materials, Surveying, Mathematics and Computation, Planning and Administration, Construction Services, Complementary Studies.

Stage III - Fifth & Sixth Years - Diploma Stage
At this stage two options are available, Municipal Engineering and Structural Engineering.

Common Subjects: Construction Management and Mathematics.

Municipal Option Subjects: Road Engineering, Sanitary Services, Planning, Design, Projects.


Candidates are expected to be employed and gaining suitable experience in the appropriate field and are required to have passed the Certificate Stage with Credit or have at least one year’s suitable experience together with a Pass Certificate.

E43M. MECHANICAL ENGINEERING TECHNICIANS’ CERTIFICATE AND DIPLOMA COURSE

This is a six-year evening course to prepare students in suitable employment for a Mechanical Engineering Certificate/Diploma. It parallels Course D46M and D43M and follows a similar syllabus but more specialised options are available in both Fluid Power and Welding at Certificate level and Instrumentation at Diploma level.

Entrance Requirements

The entrance requirement is Leaving Certificate in five subjects including Mathematics and English, or the Senior Trade Certificate with endorsement, or equivalent qualification.

Subjects

Stage I - First & Second Years

Stage II - Third & Fourth Years - Certificate Stage
At this stage three options are offered, Mechanical, Welding, and Fluid Power Engineering.

Common Subjects: Mathematics, Thermal and Fluid Plant, Electrotechnology and Industrial Instrumentation, Complementary Studies.


Technological and Technician Courses

Stage III – Fifth & Sixth Years – Diploma Stage
At this stage an Instrumentation Option is offered at present and candidates are expected to be employed in this field.
Subjects: Mathematics, Mechanics, Complementary Studies, Electrotechnology and Electronics, Control Engineering, Industrial Instrumentation, Design and Project Work.
Candidates are required to have passed the Certificate Stage with Credit or to have at least one year’s suitable experience together with a Pass Certificate.

E43V.
ENVIRONMENTAL/BUILDING SERVICES ENGINEERING TECHNICIAN
CERTIFICATE AND DIPLOMA COURSE
This is a six-year evening course to prepare students in suitable employment for an Environmental/Building Services Engineering Technicians’ Certificate/Diploma. It parallels Course D46H and Course D43V and follows a similar syllabus.

Entrance Requirements
Leaving Certificate in five subjects including Mathematics or Senior Trade Certificate with endorsement or equivalent qualification.

Course of Study
Stage I – First & Second Years

Stage II – Third & Fourth Years – Certificate Stage
At this stage two options are available, Building Services and Refrigeration Technology.

Stage III – Fifth & Sixth Years – Diploma Stage
As Course D43V.

E44.
MOTOR INDUSTRY MANAGEMENT COURSE
This is a two-year evening course to prepare students for the Final Associate Membership Examinations (External) of the Institute of the Motor Industry and the Final Examination of the Institute of Road Transport Engineers.
Classes are held on two evenings per week for 30 weeks each year.

Entrance Requirements
Department of Education Advanced Motor Car Engineering Technological Certificate or the City and Guilds of London Institute Motor Vehicle Technicians Certificate Parts I and II (390).

E47.
MECHANICAL ENGINEERING TECHNICIAN COURSE
This is a three-year evening course to prepare students for the Part I, Part II and Part III examinations of the City & Guilds Institute for Mechanical Engineering Technicians Course (255). Students should have a suitable craft background and hold the Senior Craft Certificate with endorsement, Elementary Technological Certificate in Mechanical Engineering, GCE, Leaving Certificate or equivalent.
The course of study is as set out for Course D43V which is the parallel course operating by day.

E49.
AUTOMOBILE ENGINEERING COURSE
Objective
Department of Education Elementary, Intermediate and Advanced Technological Certificates in Motor Car Engineering and I.M.I. Intermediate Group I.

Duration of Course
5 years of 30 weeks each year, 4 evenings (12 hours) each week.

Subjects
Motor Car Engineering, Engineering Science and Mathematics, Automobile Electricity, Engineering Laboratory, General Studies including English, Drawing and Sketching, Garage Organisation & Management.

Entrance Requirements
Day Vocational Group Certificate or Intermediate Certificate with Honours in certain specified subjects.
E50. **COMPUTER PROGRAMMING COURSE**

This is a two-year course in which students are prepared for the City & Guilds Examination No. 746 (Basic Certificate Computer Programming). The main language used is BASIC.

**Entrance Requirements**

Leaving Certificate with suitable Commercial or Industrial experience related to computing. Applicants are advised to bring with them, when they are enrolling, evidence of their qualifications.

E54. **STRUCTURAL DESIGN COURSE**

This is a one-year advanced course intended for those who wish to prepare for the Part III Design examination of the Institution of Structural Engineers. Depending on demand, there may be options in Steel or Concrete Design.

**Entrance Requirements**

A degree in Civil or Structural Engineering or a pass in the IEI/CEI examinations or equivalent, together with at least one year of suitable post-graduate experience in a structural design office.

E57. **INDUSTRIAL MANAGEMENT CERTIFICATE COURSE**

This two-year evening course is intended for engineering technicians and trainee production and industrial managers who wish to take the certificate examinations of the Institution of Industrial Managers.

**Entrance Requirements**

Students should have reached the Leaving Certificate standard of general education and be suitably employed as managers or supervisors in industry.

**Course of Study**

**First Year**


**Second Year**

Production Analysis II, Industrial Finance and Accounting, Psychology and Sociology, Industrial Relations.

**Examination and Other Requirements**

Students must pass a College examination at the end of each year. The examination is moderated by the Institution of Industrial Managers. Those who successfully complete the course will be exempt from the Certificate Examination requirements of the Institution of Industrial Managers and hence can qualify for Associate Membership of that body. Successful students are entitled to apply for the one year Diploma course of the I.I.M. at the School of Management Studies, Rathmines. Students are required to apply for student membership of the Institution within one month of enrolling for the Course.

E58. **REFRIGERATION ENGINEERING TECHNICIANS COURSE**

This is a one-year course for Technicians employed in the refrigeration engineering industry. Suitable students are prepared for the 257 City & Guilds of London Institute examinations in Science and Technology of Refrigeration. The subjects of instruction are:— Science, Refrigeration Processes and Machinery, and Drawing.

E60. **DOMESTIC HEATING ENGINEERS' COURSE**

This three-year evening course prepares students for the examination of the Institute of Domestic Heating Engineers. Successful candidates will be eligible for entry to the Institute as Associate Members. The course is available only to those who are employed at a suitable level in the heating industry.

**Entrance Requirements**

(a) Leaving Certificate or equivalent including Mathematics and Physics; or
(b) Senior Trade Certificate in Plumbing; or
(c) Heating and Ventilating Craft Certificate.

In appropriate cases applicants with approved practical experience may enrol at the discretion of the College. Those who fail to satisfy the above requirement may be admitted to a Preliminary Course of one year's duration.

**Course of Study**

**First Year**


**Second Year**

Air Conditioning, Electrical Technology.

**Third Year**

Management and Administration, Estimating.

E63. **FIRE ENGINEERING COURSE**

This is a two-year course which prepares students for the Graduateship examinations of the Institute of Fire Engineers.

**Entrance Requirements**

Leaving Certificate or equivalent standard and employment as a Fire Officer.

**Subjects**

**E45. AERONAUTICAL ENGINEERING TECHNICIAN CERTIFICATE COURSE**

This course is intended for engineering apprentices employed in the Aviation Industry preparing for the Aeronautical Engineering Technician Certificate examinations of the City & Guilds of London Institute (Course 258 Part II) and the I.C.A.O. Licensed Maintenance Engineers' Licences issued by the Department of Transport & Power.

**Entrance Requirements**

Complete apprenticeship in appropriate engineering trade and employment in the Aviation Industry.

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**E46. FLIGHT OPERATIONS OFFICER (DISPATCHER COURSE)**

**Purpose**

To prepare Flight Operations Officers or Dispatchers in all operational aspects related to the preparation for commercial flights and the monitoring of all flights from a safety and efficiency viewpoint from the ground. It includes flight planning, aircraft loading, flight watch and operational considerations such as weight and runway limitations for the aircraft performance, weather, etc.

The Course follows the guidelines of I.C.A.O. Standardised Course 201.

**Duration**

One year, two evenings a week.

**Entrance Requirements**

A general knowledge of aviation appropriate to Pilots or Air Traffic Controllers.

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**E48. AIRCRAFT TECHNICAL SUPPORT COURSE**

This course provides instruction for personnel employed in the aircraft back-up facility areas, e.g. Stores, Purchasing Supplies, Progress Chasing, Method Study and Work Study.

**Duration**

It is a one-year course requiring attendance on two evenings per week.

**Entrance Requirements**

Employment in the Aviation Industry.

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**E51. PRODUCTION PLANNING COURSE (I.A.T.A.)**

This course provides instruction for personnel employed in the Planning Department of the Aeronautical Industry. The course covers Aircraft Organisation and Practice, Aircraft Operational and Production Technology.

**Entrance Requirements**

Personnel employed in Planning Departments in the Industry, or holders of the City & Guilds of London Institute Certificate Course 258, Part II.

**Duration of Course**

3 evenings per week (290 hours plus 70 hours Aeronautical Projects).

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**E52. MAINTENANCE ENGINEERS’ LICENCES OF THE DEPARTMENT OF TRANSPORT AND POWER**

- **E52A.** 'A' LICENCE – B.A.C. 1-11
- **E52B.** 'A' LICENCE – B.707 B.720
- **E52C.** 'A' LICENCE – B.737
- **E52D.** 'A' LICENCE – B.747
- **E52F.** 'C' LICENCE – P & W JT3 SERIES
- **E52G.** 'C' LICENCE – P & W JT8D
- **E52H.** 'C' LICENCE – P & W JT9D
- **E52J.** 'C' LICENCE – ROLLS ROYCE SPEY
- **E52M.** 'X' LICENCE – INSTRUMENTS
- **E52N.** 'X' LICENCE – ELECTRICAL
- **E52P.** 'X' LICENCE – RADIO
- **E52Q.** 'X' LICENCE – RADIO (RADAR ENDORSEMENT)

The above courses provide instruction for Aircraft Maintenance Engineers, wishing to take the appropriate licence examinations of the Department of Transport and Power. The courses are of one year's duration requiring attendance on two evenings per week.

**Entrance Requirements**

Basic Aeronautical Engineering Certificate in appropriate category.

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**E53. AVIONIC DIGITAL TECHNIQUES COURSE**

This is a four-year evening course for personnel employed in the Aircraft Industry in Electrical, Instrument and Radio Environments.

**Entrance Requirements**

Aeronautical Engineering Certificate in the appropriate category or equivalent.
Technological and Technician Courses

BASIC AERONAUTICAL ENGINEERING CERTIFICATES
OF THE DEPARTMENT OF TRANSPORT AND POWER

E55A. AIRFRAMES UNPRESSURISED (B.A.E.C. 1)
E55B. AIRFRAMES PRESSURISED (B.A.E.C. 2)
E55C. PISTON ENGINES (B.A.E.C. 3)
E55D. TURBO-PROP & TURBO-JET ENGINES (B.A.E.C. 4)
E55E. HELICOPTERS (LESS ENGINES) (B.A.E.C. 5)
E55F. ELECTRICAL (B.A.E.C. 6)
E55G. RADIO (B.A.E.C. 7)
E55H. INSTRUMENTS (B.A.E.C. 8)

The above courses are of one year's duration requiring attendance for two evenings (6 hours) weekly per session. The courses are designed to prepare students for the Basic Aeronautical Engineering Certificate examinations of the Department of Transport.

Entrance Requirements

Employment in the Aeronautical Engineering Industry.

Where students enrol for continuation or additional subjects with the above courses, an additional course fee is payable (e.g. for Dept of Education Trade or Technological subjects).

PRIVATE AIRCRAFT PILOTS LICENCE

PRIVATE PILOTS LICENCE INSTRUMENT RATING

These courses provide instruction in Meteorology, Navigation, Air Legislation and Aero Laboratory (Technical) for personnel wishing to take the Department of Transport and Power Private Pilots Licence and the Private Pilots Licence Instrument Rating.
Although most of the apprentices are released directly from industry, an increasing number of first year apprentices are receiving formal "off-the-job" training in industrial or AnCO training centres in the practical skills of their trade and are released to attend classes in the other course subjects. In subsequent years their training and education requirements are provided by the College. Post apprenticeship courses are provided where a demand for these courses exists, and opportunities are available for students who are successful in the Senior Trade Certificate Examination to proceed to higher level courses.

Evening courses in trade subjects, mainly at the more advanced levels are organised on the basis of attendance on two evenings weekly, and provision is made for students to take the appropriate trade examinations. All trade and trade related courses offered by the College are grouped within a number of Schools. The School of Engineering Trades provides courses for the Automobile, Aeronautical and general Engineering Trades. The School of Construction Trades provides courses for the trades of Carpentry & Joinery, Brickwork and Plasterwork, Constructional Steel, Welding and Fabrication, Plumbing, Wood Machining and Furniture manufacture. The School of Printing provides courses of education and training for all sections of the printing industry, including Lithographers, Compositors, Book-binders, Letter-press printers. It also provides special classes in print techniques for other College courses.

The College offers day release, block release and evening courses for apprentices, craftsmen and technicians actually engaged in appropriate industries. The students are released from their employment, where appropriate, on full pay to attend classes. The courses are designed to cover the requirements of the Junior and Senior Trade Certificate examinations of the Department of Education and corresponding examinations of the City & Guilds of London Institute. The subjects covered on these courses include the relevant trade theory and practice, together with Drawing, Engineering Science, Mathematics, Social Science, English and General Studies.
**DAY COURSES**

**D101. BRICKWORK — DAY RELEASE**
This course requires attendance on one day and one evening per week for the First and Second Year and one day only per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute Craft Certificate Examinations.

Entrance Requirements: Apprenticeship to the trade.

**D101A. BRICKWORK — OFF-THE-JOB COURSE**
This course meets the requirements of apprentices who are attending full-time for one year at an AnCO Training Centre. Students attend the College on one day and one evening per week during this one year course. The course is designed to allow students to take the Junior Trade Certificate Examination of the Department of Education.

Entrance Requirements: Enrolment as an apprentice in an approved Training Centre.

**D102. PLASTERWORK — DAY RELEASE**
This course requires attendance on one day and one evening per week for the First and Second Year and one day only per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute Craft Certificate Examinations.

Entrance Requirements: Apprenticeship to the trade.

**D102A. PLASTERWORK — OFF-THE-JOB COURSE**
This course meets the requirements of apprentices who are attending full-time for one year at an AnCO Training Centre. Students attend the College on one day and one evening per week during this one year course. The course is designed to allow students to take the Junior Trade Certificate Examination of the Department of Education.

Entrance Requirements: Enrolment as an apprentice in an approved Training Centre.

**D105. PAINTING AND DECORATING — DAY RELEASE**
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute Craft Certificate Examinations.

Entrance Requirements: Apprenticeship to the trade.

**D105A. PAINTING AND DECORATING — OFF-THE-JOB COURSE**
This course meets the requirements of apprentices who are attending full-time for one year at an AnCO Training Centre. Students attend the College on one day and one evening per week during this one year course. The course is designed to allow students to take the Junior Trade Certificate Examination of the Department of Education.

Entrance Requirements: Enrolment as an apprentice in an approved Training Centre.
**Trade Courses**

**D107. VEHICLE BUILDING — DAY RELEASE**  
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the City & Guilds of London Institute Examinations in Vehicle Body Craft Studies Part I and Part II.

**Entrance Requirements**  
Apprenticeship to the trade.

**D111. CABINETMAKING/CHAIRMAKING — DAY RELEASE**  
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education.

**Entrance Requirements**  
Apprenticeship to the trade.

**D111A. CABINETMAKING/CHAIRMAKING — OFF-THE-JOB COURSE**  
This course meets the requirements of apprentices who are attending full-time for one year at an AnCo Training Centre. Students attend the College on one day and one evening per week during this one year course. The course is designed to allow students to take the Junior Trade Certificate Examination of the Department of Education.

**Entrance Requirements**  
Enrolment as an apprentice in an approved Training Centre.

**D121. CARPENTRY AND JOINERY — DAY RELEASE**  
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute. The Junior examination is taken after two years and the Senior examination after four years. Students who complete the course satisfactorily can proceed to more advanced courses leading to City & Guilds of London Institute Examinations.

**Entrance Requirements**  
Apprenticeship to the trade.

**D122. WOODCUTTING MACHINIST — DAY RELEASE**  
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute. The Junior examination is taken after two years and the Senior examination after four years. Students who complete the course satisfactorily can proceed to more advanced courses leading to City & Guilds of London Institute Examinations.

**Entrance Requirements**  
Apprenticeship to the trade.
Trade Courses

D126. AUTOMOBILE ENGINEERING
Objective: Department of Education Junior and Senior Group Trade Certificates plus endorsement subjects and the City and Guilds of London Craft Certificate.
Duration of Course: Block Release Course of 11 weeks during each year of apprenticeship with attendance at College for 35 hours each week.
Enterance Qualifications: Day Vocational Group Certificate or Intermediate Certificate.

D127. AUTOMOBILE ENGINEERING
Objective: Department of Education Junior and Senior Group Trade Certificates plus endorsement subjects and the City and Guilds of London Craft Certificate.
Duration of Course: 4 years of 38 weeks each year.
Attendance: 1 day (7 hours) and 2 evenings (6 hours) each week.
Enterance Qualifications: Day Vocational Group Certificate or Intermediate Certificate.

D128. CONSTRUCTION PLANT FITTERS COURSE
Objective: The City & Guilds of London Institute 620, Parts I and II.
Duration of Course: Block Release Course of 11 weeks during each year of apprenticeship with attendance at College for 35 hours each week.
Enterance Qualifications: Day Vocational Group Certificate or Intermediate Certificate.

D129. CONSTRUCTION PLANT FITTERS COURSE
Objective: The City & Guilds of London Institute 620, Parts I and II.
Duration of Course: 4 years of 38 weeks each year.
Attendance: 1 day (7 hours) and 2 evenings (6 hours) each week.
Enterance Qualifications: Day Vocational Group Certificate or Intermediate Certificate.

D130. MOTOR VEHICLE PARTSMEN
Objective: The City & Guilds of London Institute Vehicle Partsman Certificate 384.
Duration of Course: 2 years part-time day and evening course (9 hours per week).
Subjects: Parts Merchandising, Commercial Practice and Office Procedures, Stores Administration, Motor Vehicle Knowledge, General Studies including English.
Enterance Qualifications: The City & Guilds of London Institute 380, Part I, or 381, Part I.

D131. MOTOR VEHICLE BODY REPAIR
Objective: The City & Guilds of London Institute 385, Parts I and II Certificates, plus the Society of the Irish Motor Industry Certificate.
Duration of Course: 2 years part-time day and evening course, 1 day (7 hours) and 2 evenings (6 hours) each week. 38 weeks each year.
Enterance Qualifications: The City & Guilds of London Institute 380, Part I, or 381 Part I.

D132. AUTO-ENGINEERING TECHNICIANS
Objective: Department of Education Advanced Motor Car Engineering Technological Certificate and the City & Guilds of London Institute Motor Vehicle Technicians Full Technological Certificate 390 Parts II and III.
Duration of Course: 1 year part-time day (7 hours) and 2 evenings (6 hours) each week for 38 weeks.
Enterance Qualifications: Department of Education Senior Trade Certificate with endorsement subjects and Department of Education Intermediate Motor Car Engineering Technological Certificate (2 subjects) or the City & Guilds of London Institute 390, Part I.

D133. AUTOMOBILE ENGINEERING REFRESHER COURSE
Objective: Continuing Education Programme to prepare for the City & Guilds of London Institute 381, Part III, Modular.
Duration of Course: Short courses of 4 weeks duration on modern developments and techniques in the industry. 2 evenings (5 hours) each week.
Enterance Qualifications: Department of Education Senior Trade Certificate.
Trade Courses

D140. FITTING AND TURNING

Objective  Department of Education Trade Certificate (Senior Stage only).

Duration of Course  Two years of day release (1 day each week) for third and fourth year apprentices.

Subjects  Workshop Practice and Workshop Technology.

Entrance Qualifications  Department of Education Junior Stage Certificate or equivalent.

D140A. FITTING AND TURNING

Objective  Department of Education Junior Stage Certificate with endorsements.

Duration of Course  One year of day release (1 ½ days and 1 night each week).


Entrance Qualifications  Day Vocational Group Certificate or Intermediate Certificate or equivalent.

D141. FITTING AND TURNING

Objective  Department of Education Junior and Senior Trade Certificates with endorsements.

Duration of Course  Four years of block release (11 weeks each year).


Entrance Qualifications  Day Vocational Group Certificate or Intermediate Certificate or equivalent.

D145. FOUNDRY MOULDER/COREMAKER — BLOCK RELEASE

This course is conducted at intervals to meet the needs of the Foundry Industry. Students are nominated by their employers or are sponsored by AnCo — The Industrial Training Authority. The course is based on the syllabus for foundry craft studies of the City & Guilds of London Institute and normally entails attending four Block Release courses, each of 11 weeks duration spread over a 4 year cycle.

The course involves both practical and theoretical training in Safe Working Practice, Materials, Methods, Equipment and Related Studies.

In cases where students are employed in foundries outside the Dublin area, a one year off-the-job course may be provided entailing Full-time attendance for one year and Block Release attendance for a further two years.

Entrance Requirements  Intermediate or Day Vocational Group Certificate and be employed as an apprentice in the Foundry Industry.
Trade Courses

D149. SHEET METALWORK — DAY RELEASE
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute. Generally, students take the Junior Stage examination after two years and the Senior Stage after four years. Students who complete the course satisfactorily can proceed to more advanced courses leading to City & Guilds of London Institute qualifications.

Entrance Requirements
Employment as a Sheet Metalwork apprentice.

D150. METAL FABRICATION — DAY RELEASE
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education and the City & Guilds of London Institute. Generally, students take the Junior Stage examination after two years and the Senior Stage examination after four years. Students completing the course in a satisfactory manner can proceed to City & Guilds of London examinations.

Entrance Requirements
Employment as a Metal Fabrication apprentice.

D151. PLUMBING — DAY RELEASE
This course requires attendance on one day and one evening per week for the First and Second Year and one day per week thereafter. The course is designed to allow students to take the Junior and Senior Trade Certificate Examinations (Practical and Written) of the Department of Education. The Junior examination is taken after two years and the Senior examination after four years. Students who complete the course satisfactorily can proceed to more advanced courses leading to City & Guilds of London Institute Examinations or to Environmental Engineering Technician Courses.

Entrance Requirements
Part I City & Guilds Aero Engineering Craft Studies.

D151A. PLUMBING — OFF-THE-JOB COURSE
This meets the requirements of apprentices who are attending full-time for one year at an AnCO Training Centre. Students attend the Centre for four days each week and in the remaining day and one evening per week they attend the College for Trade Technology, Mathematics, Science etc. At the end of the year students take the Junior Trade Certificate Examination (Practical and Written) and if successful may proceed to the 3rd year of the course in the next term.

Entrance Requirements
Employment in the Plumbing and Heating Industry as an apprentice.

D151B. PLUMBING — BLOCK RELEASE
This requires full-time attendance for 11 weeks each year over a period of two years after which students revert to the Day Release course, as already outlined, for a further two years. It is designed to meet the requirements of apprentices who may be involved in contract work in the country.

D154.

AERONAUTICAL ENGINEERING CRAFT STUDIES

D154/1 First Stage
This is a one-year course requiring attendance of one day and two evenings (13 hours) weekly per session. The course is designed to prepare students for the Part I of the City & Guilds of London Institute examinations in Aeronautical Engineering Craft Studies (Course 208).

Entrance Requirements
Day Vocational Group Certificate, Intermediate Certificate or equivalent and be employed in the Aeronautical Engineering Industry.

Second Stage
D154/2A. (Mechanical)
D154/2B. (Avionics)
These courses are designed to prepare students for Part II of the City & Guilds of London Institute Examinations in Aeronautical Engineering Craft Studies (Course No. 208). Students may specialise in Mechanical Engineering or Avionics. Classes are held on one day and two evenings per week.

Entrance Requirements
Part I City & Guilds Aero Engineering Craft Studies.

Third Stage
D154/3A. (Mechanical)
D154/3B. (Avionics)
These courses are designed to prepare students for Part III of the City & Guilds of London Institute examinations in Aeronautical Engineering Craft Studies (Course 208). Classes are held on one day and two evenings per week.

Entrance Requirements
Part II, City & Guilds Aero Engineering Craft Studies.
TRADE COURSES — EVENING

E101. BRICKWORK
This course is designed to assist students to prepare for the Senior Trade Certificate Examinations of the Department of Education and the Advanced Certificates of the City & Guilds of London Institute.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and hold the Department of Education Junior Trade Certificate.

E102. PLASTERING
This course is designed to assist students to prepare for the Senior Trade Certificate Examination of the Department of Education and the Advanced Certificates of the City & Guilds of London Institute.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and hold the Department of Education Junior Trade Certificate.

E105. PAINTING & DECORATING
This course is designed to assist students to prepare for the Senior Trade Certificate Examination of the Department of Education and the Advanced Certificates of the City & Guilds of London Institute.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and hold the Department of Education Junior Trade Certificate.

E107. VEHICLE BODY BUILDING
This course is designed to assist students to prepare for appropriate Advanced Certificate Examinations of the City & Guilds of London Institute.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and have passed the City & Guilds of London Institute Certificate Examination Part I Vehicle Body Building & Repair.

E111. CABINETMAKING — CHAIRMAKING
This course is designed to assist students to prepare for the Senior Trade Certificate Examination of the Department of Education and the Advanced Certificates of the City & Guilds of London Institute.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and hold the Department of Education Junior Trade Certificate.

E121. CARPENTRY AND JOINERY — ADVANCED
This course is designed to assist senior apprentices and craftsmen to prepare for the Senior Trade Certificate Examination of the Department of Education and the Advanced Certificate of the City & Guild of London Institute.

Objective
The City & Guilds of London Institute Craft Certificate 389.

Duration
2 years of 30 weeks each year, 3 evenings (9 hours) each week.

Subjects

Entrance Requirements
Employment as a motor cycle mechanic.

E125. MOTOR CYCLE MECHANICS
The City & Guilds of London Institute 620, Part III.

Duration
1 year of 38 weeks, 2 evenings (6 hours) each week.

Subjects
Power Units and Associated Systems, Vehicle Systems and Vehicle Recovery.

Entrance Qualifications
The City & Guilds of London Institute 620, Parts I and II.
<table>
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<tr>
<th>Trade Courses</th>
<th>Objective</th>
<th>Duration of Course</th>
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<tr>
<td>E129.</td>
<td>ELECTRICAL VEHICLE MAINTENANCE</td>
<td>1 year of 38 weeks, 2 evenings (6 hours) each week.</td>
<td>Electric Traction Motors, Switching — Electronic and Rotary, Electric Vehicle Technology.</td>
<td>Department of Education Senior Trade Certificate or equivalent.</td>
</tr>
<tr>
<td>E130.</td>
<td>MOTOR VEHICLE PARTSMEN</td>
<td>2 years, 30 weeks per year, 2 evenings per week (6 hours).</td>
<td>Parts Merchandising, Commercial Practice and Office Procedures, Stores Administration, Motor Vehicle Knowledge.</td>
<td>The City &amp; Guilds of London Institute 380, Part I or 381, Part I, or equivalent.</td>
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<tr>
<td>E133.</td>
<td>COMPRESSION IGNITION ENGINES</td>
<td>2 years of 30 weeks, 2 evenings (6 hours) each week.</td>
<td>Compression Ignition Engine Technology, Compression Ignition Engine Maintenance, Fuel Injection System Maintenance.</td>
<td>Department of Education Senior Trade Certificate or equivalent.</td>
</tr>
<tr>
<td>E134.</td>
<td>FORK TRUCK MAINTENANCE</td>
<td>6 weeks of 5 hours each week (30 hours).</td>
<td>Electro-Hydraulic Equipment i.e. Engine Overhaul and Maintenance.</td>
<td>Department of Education Senior Trade Certificate.</td>
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<tr>
<td>E136.</td>
<td>AUTOMOBILE ENGINEERING REFRESHER COURSE</td>
<td>Short courses of 3 days duration on modern developments and techniques in the industry.</td>
<td>Department of Education Senior Trade Certificate.</td>
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<td>E142.</td>
<td>MECHANICAL ENGINEERING MAINTENANCE OR MACHINING</td>
<td>Two years (2 evenings per week).</td>
<td>Workshop Laboratory, Workshop Technology and Project Work.</td>
<td>Department of Education Junior Trade Certificate or equivalent and current attendance on block or day release courses.</td>
</tr>
<tr>
<td>E143.</td>
<td>WELDING — GAS SHIELDED ARC</td>
<td>This one year evening course is designed to enable Senior Apprentices and Craftsmen employed at Welding, Sheet Metal Work, Metal Fabrication or Plumbing to become more proficient at this type of Welding and to have the opportunity to study the related Welding Technology.</td>
<td>Prospective students must have successfully completed the Senior Stage of the Department of Education Craft Certificate Examination, Theory and Practice, or equivalent in one of the trades listed above.</td>
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<tr>
<td>E143A.</td>
<td>SHORT COURSE IN WELDING</td>
<td>This course is designed to meet the needs of craftsmen employed in the engineering or allied industries who have little or no knowledge of welding. It is a basic course covering both gas and electric arc welding. Each course is of six weeks duration, meeting on two evenings each week from 7.00 p.m. to 9.30 p.m.</td>
<td>Employment as a craftsman in the engineering or allied trades.</td>
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<tr>
<td>E147.</td>
<td>CONSTRUCTION DRAWING COURSE</td>
<td>At the end of each year, students take a College Examination and an overall assessment of each student's performance will be made.</td>
<td>A Pass in the Drawing element of a Department of Education Craft Certificate, Junior Stage and/or successful completion of an entrance test.</td>
<td></td>
</tr>
</tbody>
</table>
E148. FABRICATION & WELDING CRAFT TECHNICIANS COURSE

This new three-year evening course of study has been designed to prepare craft technicians for Fabrication and Welding areas.

Entrance Requirements
Prospective students must have completed at least three years of an appropriate craft apprenticeship and have successfully completed the Senior Stage of the Department of Education Craft Certificate Examination, Theory and Practice. It is also necessary to have at least one endorsement subject where such is offered.

Examination & Other Requirements
At the end of each year, students will take a College Examination. Certificates will be awarded to successful students on completion of the course.

E149. SHEET METAL WORK — ADVANCED

This advanced evening course is conducted on two evenings per week and prepares students for the City & Guilds of London — Part III — Examination in Sheet Metal and Thin Plate Craft Studies No. 216.

Entry Requirements
Employment in the sheet metal trade and hold the Department of Education Senior Trade Certificate in Sheet Metal Work or equivalent.

E149A. SHEET METAL WORK

This course is designed to assist Senior Craftsmen to prepare for the Senior Trade Certificate Examination of the Department of Education.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective students must have completed 3 years of apprenticeship and hold the Department of Education Junior Trade Certificate.

E150. METAL FABRICATION — ADVANCED

This advanced evening course is conducted on two evenings per week and prepares students for the City & Guilds of London Institute — Part III — Examination in Structural and Thick Plate Craft Studies No. 217.

Entry Requirements
Employment in the metal fabrication trade and hold the Department of Education Senior Trade Certificate in Metal Fabrication or equivalent.

E150A. METAL FABRICATION

This course is designed to assist Senior Apprentices and Craftsmen to prepare for the Senior Trade Certificate Examination of the Department of Education.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective apprentices must have completed 3 years of apprenticeship and have passed the Junior Trade Certificate.

E151. PLUMBING — ADVANCED

This is a two-year course requiring attendance for two evenings weekly per session. The course is of an advanced standard and is designed to prepare students for the City & Guilds of London Institute Examinations for the Plumbing Advanced Craft Certificates (Course 596).

Entry Requirements
Department of Education Senior Trade Certificate (Practical and Written) in Plumbing or equivalent and be employed in the Plumbing and Heating Industry.

E151A. PLUMBING

This course is designed to assist Senior Apprentices and Craftsmen to prepare for the Senior Trade Certificate Examination of the Department of Education.

Duration
One year, one evening per week.

Subjects
Trade Theory & Drawing.

Entry Requirements
Prospective apprentices must have completed 3 years of apprenticeship and have passed the Junior Trade Certificate.
E154. AERONAUTICAL ENGINEERING CRAFT STUDIES

E154/1 Stage 1
This is a one-year evening course requiring attendance for two evenings (6 hours) weekly per session. The course is designed to prepare students for Part I of the City & Guilds of London Institute Examinations in Aeronautical Engineering Craft Studies (Course 208).

Entrance Requirements
Day Vocational Group Certificate or Intermediate Certificate and be employed in the Aeronautical Engineering Industry.

Stage II
E154/2A. (Mechanical)
E154/2B. (Avionics)
These courses are designed to prepare students for Part II of the City & Guilds of London Institute Examination in Aeronautical Engineering Craft Studies (Course No. 208). Students may specialise in Mechanical Engineering or Avionics. Classes are held on two evenings per week.

Entrance Requirements
Part I City & Guilds Aero Engineering Craft Studies.

Stage III
E154/3A. (Mechanical)
E154/3B. (Avionics)
These courses are designed to prepare students for Part III of the City & Guilds of London Institute Examinations in Aeronautical Engineering Craft Studies (Course No. 208). Classes are held on two evenings per week.

Entrance Requirements
Part II City & Guilds Aero Engineering Craft Studies.

The School provides courses at technological, technician and apprentice level in the following disciplines:

COMPOSING
The Composing Department covers the requirements of the Department of Education Syllabus up to Senior level. The curriculum includes instruction in Theory, Practice, Typographic Design, Mechanical Composition, Phototypesetting, Direct Impression Composition, Paper Paste-up, Film Assembly, Planning, Applied Science, Industrial Studies, Irish.

PHOTOTYPOGRAPHY
Courses in this section are for training suitably qualified personnel in the use of phototypesetting and direct impression composition equipment. There are courses in Paper Paste-up and Film-make-up, combined with Photo Headliner setting techniques; also planning for Nyloprint and Litho platemaking.
LETTERPRESS MACHINE PRINTING

The Letterpress Department covers the requirements of the Department of Education Syllabus up to Senior level. The curriculum includes instruction in Theory, Practice, Applied Science, Industrial Studies and Irish.

LITHOGRAPHY AND PHOTO LITHOGRAPHY

The Lithographic Department covers the requirements of the Department of Education Syllabus up to Senior level. The course provides a sound training in Photolithographic platemaking, step and repeat work, and offset printing. It includes instruction in the Theory and Practice of Platemaking and Press operation, Applied Science and Industrial Studies.

BOOKBINDING AND PRINT FINISHING

The Bookbinding Department covers the requirements of the Department of Education Syllabus up to Senior level. This course provides experience in hand and mechanised bookbinding, finishing and print finishing processes and includes instruction in Technical Theory and Practice, Applied Printing, Applied Science, Design and Industrial Studies.

TECHNICIAN COURSES

D80. TECHNICIAN CERTIFICATE IN PRINTING

This course is designed to provide instruction for persons contemplating taking up employment in an administrative capacity in the printing industry. The syllabus will cover the technology and technique of phototypesetting, direct impression composition, paper paste-up, film make-up, planning, mechanical composition, letter assembly, camera work, offset lithographic and letterpress printing, design for printing, print finishing, paper technology, cost accountancy, estimating, production planning, purchasing, stock control and marketing. It is a whole-time course of two years' duration.

Entrance Requirements

Leaving Certificate of the Department of Education with passes in five subjects, or equivalent qualification.

D82. TRAINING FOR ADMINISTRATIVE STAFF

This course is intended for those engaged in the administrative side of printing with a view to preparing them for higher administrative posts in the industry. The age group for trainees is between 18 and 24 years. The course occupies three years and attendance for one day and two evenings each week is required.

Year One

Principles of Accounts, Structure of Commerce, Office Practice, Practical appreciation of the techniques of composing, Bookbinding and Print Finishing; Graphic Reproduction; General Technical Knowledge.

Year Two

Printing Office Procedure, Practical appreciation of the techniques of letterpress machine printing, photo-litho plate-making and offset lithographic printing; photo-composition, direct impression composition, film and paper paste-up; Cost Accountancy for Printers, Estimating for Printers, Production Planning.

Year Three

TRADE COURSES

These courses are for apprentices and young journeymen in the Printing and Bookbinding Trades. Every facility is given to students who wish to enter for the Trade certificate Examinations of the Department of Education. These examinations are conducted in the College at the end of the session. The courses are based on the examination syllabuses of the department. Generally, students take the Junior Stage of the Trade Certificate Examinations of the Department of Education after one year's instruction, the Intermediate Stage after two years' instruction, and the Senior Stage after three years.

D181. BOOK PRODUCTION FOR LIBRARIANS
A one-year course for students of the Diploma in Librarianship run in conjunction with U.C.D.

Entrance Requirements Per U.C.D.

D193. ARCHIVAL STUDIES
A one-year part-time course designed to cover aspects of book production and printing for post-graduate students of the Diploma in Archival Studies in U.C.D.

D196. ADVANCED LINOTYPE, INTERTYPE AND TELETYPESetting
An intensive post-apprenticeship course in practical training for craftsmen. Held on Monday, Tuesday, Wednesday and Thursday from 3.30 to 7.30 p.m.

D199. PHOTOTYPESetting
This is a practical course for suitably qualified personnel on a wide range of modern phototypesetting and direct-impression composition equipment. The course will be held over a period of 13 weeks with attendance on one half-day per week.

D200. SCREEN PROCESS PRINTING
The course provides training and education for apprentices to Screen Process Printing. Attendance is on one day per week from September to June. The curriculum includes the production of positives for stencil making, production of handcut and photographic stencils, screen preparation and printing, applied science, design and applied printing.
Printing + Book Production

EVENING COURSES

E83. APPLIED PRINTING
A course requiring attendance for 2 evenings each week designed to provide those engaged in the Clerical and Administrative side of Printing with a general knowledge of the crafts involved in modern printing and of the materials and appliances used. Students who complete the course may enter the General Technical Knowledge examination of the British Printing Industries Federation. It is necessary to have passed the General Technical Knowledge examination to be accepted as a candidate for the following:
(a) Estimating examination of the British Printing Industries Federation.
(b) Printing Office Procedure examination of the British Printing Industries Federation.

Entrance Qualifications
Department of Education Leaving Certificate or Department of Education Senior Certificate in a graphic arts subject or other equivalent qualification.

E84A. COST ACCOUNTANCY FOR PRINTERS
A course requiring attendance for two evenings each week designed to prepare students for the examination of the British Printing Industries Federation.

Entrance Qualifications
Royal Society of Arts Certificate in Accounting and Office Procedure, or equivalent.

E84B. ESTIMATING FOR PRINTERS
A course requiring attendance for two evenings each week designed to prepare students for the examination of the British Printing Industries Federation.

Entrance Qualifications

E85. PAPER TECHNOLOGY AND MARKETING
A 2-year course for employees of Paper Mills and Paper Merchants and Printers' employees engaged in the handling of paper transactions. Students are prepared for the examination of the National Association of Paper Merchants.

Entrance Qualifications
Leaving Certificate.
Technicians Courses

E180. BOOK AND ARCHIVE RESTORATION
The purpose of the course is to train students in the repair and presentation of books, documents, etc. It is particularly valuable to the staffs of hand bindaries, local record offices and those libraries concerned with the care of manuscripts and archives. Attendance is required on one evening per week. Students will be required to provide some of the materials used.

E181. BOOK PRODUCTION
This is intended for those involved in the care of books particularly librarians, librarians under training, record office staff, etc. It will cover mechanised book production, hand bookbinding and book repair. Particular emphasis will be laid on the advantages and/or disadvantages of the various materials and binding styles used and their alternatives which may be used in the interest of economy. The techniques and terminology of forwarding finishing and decoration will be dealt with.

E182. PRINT FINISHING
This course covers techniques and materials used in the production of books, magazines and a wide range of miscellaneous work handled in the print finishing department. Stress will be laid on hand and machine operations, e.g., wire stitching, sewing and folding, machine and hand feeding, gathering, gluing, mounting, etc.

E185. LINOTYPE, INTERTYPE, AND TELETYPESETTING
This course is for senior composing apprentices and young journeymen who wish to become proficient in the operation of either keyboard. It covers daily maintenance routine and minor adjustments to the machines.

E186. MONOTYPE CASTER OPERATION
A course for Monotype Caster Operators who are already employed as such in the printing industry. It covers all aspects of Monotype Casting including adjustments, alignment, etc.

E187. MONOTYPE KEYBOARD OPERATING
A course for senior composing apprentices and young journeymen who wish to become efficient operators. This course covers table, tabular and bookwork setting and includes machine adjustments. It can be of one or two years duration.

E191. BOOKBINDING AND PRINT FINISHING, RETRAINING
This is an evening course for post-apprenticeship students with instruction in the latest techniques, and covers the whole range of materials and technology used in print finishing processes.

E192. LITHOGRAPHY AND PHOTO LITHOGRAPHY RETRAINING
This is an evening course for post-apprenticeship students with instruction in the latest techniques of lithographic plate making and press operation. Craftsmen having completed apprenticeship to other printing processes undergo retraining in lithographic printing.

E195A. PHOTOTYPESETTING
This is a two-year evening course of practical training for suitably qualified personnel, on a wide range of phototypesetting and strike-on composition equipment. Equipment includes: Pacesetter Mk IV, Linoscreen Visual Display Unit, Linocomp Direct Input phototypesetter with electronic tape reader, Varicomp 1100 keyboard, Linotype Paul NJ200 keyboard, IBM 72 Composer, I.B.M. Electronic Composer, Linofilm Keyboard and Photo Unit.

E195B. PAPER PASTE-UP
This evening course for suitably qualified personnel, covers all aspects of newspaper paste-up including equipment, text and headline origination, grids and formats, methods of adhesion, corrections, illustration, advertisements, borders, colour spots, page assembly, proofing and subsequent processes.

E200. SCREEN PRINTING
This is a one-year course designed to up-date the skills of journeymen already employed in Screen Printing. Students prepare for the Craft Certificate in Screen Printing, of the City and Guilds of London Institute. One evening (2½ hours) per week.
EXAMINING BODIES

External Examinations

The courses relate to the Examinations of the following bodies:

1. Department of Education

(a) Technological Certificate Examination in:
(i) Building
(ii) Mechanical Engineering.
(iii) Motor Car Engineering.
(iv) Mathematics.

(b) Trade Certificate Examinations in:
(i) Bricklaying and Masonry.
(ii) Cabinetmaking.
(iii) Carpentry and Joinery.
(iv) Compositors' Work.
(v) Letterpress Machine Work.
(vi) Lithography and Photolithography.
(vii) Bookbinding.
(viii) Metal Fabrication.
(ix) Motor Car Engineering.
(x) Painting and Decorating.
(xi) Plasterers' Work.
(xii) Plumbing.
(xiii) Fitters' Work.
(xiv) Turners' Work.
(xv) Sheet Metalwork.

2. Professional Institutions

(i) Construction Surveyors' Institute
(ii) Council of the Engineering Institutions.
(iii) Institution of Engineers of Ireland.
(iv) Institution of Mechanical Engineers.
(v) Institution of Industrial Managers.
(vi) Institution of Structural Engineers.
(vii) Chartered Institute of Building Services.
(viii) Institution of Municipal Engineers.
(ix) The Institute of Building.
(x) Institute of Quantity Surveyors.
(xi) Royal Institution of Chartered Surveyors.
(xii) Royal Institute of the Architects of Ireland.

3. Other Bodies

(i) British Federation of Master Printers.
(ii) City & Guilds of London Institute.
(iii) Department of Transport & Power (Licence in Aeronautical Engineering).
(iv) Institute of Clerks of Works in Ireland.
(v) Institute of the Motor Industry.
(vi) National Association of Paper Merchants.

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Michael Roberts

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Laurence Sammon

Stratton Sharpe BA BAI

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A Sullivan

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Thomas Wardlaw

J R Wonnell CEng MIMechE

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Damien C. Turley BE P Eng (Can) MIEI

Rory Walsh ARICS

Tadhg Walsh, BE MIE
<table>
<thead>
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<th>Department of Building Trades 'A'</th>
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<td><strong>Assistant Head:</strong> Joseph Lawlor FTC C &amp; G</td>
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<th>Department of Construction Trades</th>
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<tr>
<td><strong>Head of Department:</strong> Charles Costello FTC C &amp; G</td>
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<td><strong>Assistant Head:</strong> Joseph Lawlor BA HDipEd FIBD</td>
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**Academic Staff**

**SCHOOL OF TRADES**

Vice Principal and Head of School: Matthew P. Farrell CEng MIEE MIEI

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Frank McKeown

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Licensces: MSLAET

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SIMI TechDip

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Stanley Johns Final C & G
George Mackie AWeldl
Oliver Maguire
Seamus O'Connell Final C & G

Academic Staff

School of Printing + Book Production
Head: Proinsias O'Heffearnain BA HDipEd
MIOP LCG
Assistant Heads of Department: J P Brian Kennedy BA FTC (C & G) MIOP
Joseph Reddin Lic in Printing (C & G)
ANIPgM

Whole-time Staff
John Bennett BA FTC (C & G) FTC (design)
Noel Bright ACC (C & G)
Kenneth Devitt ACC (C & G)
John M Foley BA(Econ) MIMP MIOP
FTC (C & G)
Peter A Foley FTC (C & G)
Michael Grehan FTC (C & G) PPM (W)
MInstMP BComm
Edward Horan ACC (C & G)
Leo Levins ACC (C & G)
Padraig O'Dalbaigh BA FTC (C & G) TTG
Vincent O'Leary
Brendan Quinn Final C & G
Kenneth Richards Final C & G
Robert Sharpe Final C & G

Part-time Staff
Michael Archbold ACC (C & G)
David Bergin CPrint
Thomas Browne ACC (C & G)
Patrick Corballly
Patrick Dolan
Ciaran Donaghy BA BComm
Dermot Doorly BA HDipEd
Joseph Fagan ACC (C & G)
James Gormley
G A Lynch BPIF (EST)
Richard McMahon
Brendan Murphy
Michael A O'Connell
Sean Sills
Anthony Thursby ACC (C & G)
Karl Uhlemann

External Examiner
Mr Stanley McDonald

CHAPLAINS
Senior Chaplain
Rev Dermot McKenna SJ
Rev Brendan Duddy SJ
Rev Kieran Heneghan

School of Trades
Rev John Hanley OFM
Rev Michael Foley SS CC
Rev Seamus Claffey OFM
Rev Fr Donal O'Shea OFM

PHYSICAL EDUCATION
Michael C Doogan Dip in PhyEd

LIBRARIAN
Miss Moira Fennell BA Dipl Lib T

COLLEGE ADMINISTRATION
Secretary/Registrar
Michael J Marnane BComm DPA MACRA

Accounts Office
Liam Cooke ACIS Senior Clerk

Examinations Office
Thomas Foley Senior Clerk

Registrations/Admissions Office
Nuala McGlade Senior Clerk
Location of College shown

1. College of Technology, Bolton Street, Dublin 1. Telephone 749913
2. College of Technology, Kevin Street, Dublin 8. Telephone 757541
3. Dublin College of Catering, and Hotel Management, Cathal Brugha Street, Dublin 1. Telephone 747886
5. College of Marketing, 18, Parnell Square, Dublin 1. Telephone 742721
6. College of Music, Chatham Row, Dublin 2. Telephone 778903