

Protection for Learners – QQI(FETAC) Courses

All CTEC courses are run on a part-time, flexible basis and training courses for individual FETAC modules are all of less than 3 months duration. CTEC does not require learners to pay in full in advance for any of our training programmes.

FETAC Major Awards – level 5 & 6

CTEC does not run any full or part time courses leading to major awards. All our training courses are for individual modules only. Learners wishing to pursue a FETAC major award should book individual modules from the course schedule. You can gradually build up your qualifications and credits towards a major award in this way, at a pace that suits you. You do not have to undertake all modules at CTEC and we will be happy to advise you on funding and training opportunities with other organisations. CTEC does not ask learners to pay in full in advance for any major award courses.

Terms and Conditions

Booking Courses:

- To book a training course, please complete an application form. You should send your form and a non-refundable deposit of €50 to CTEC, Norse Gate House, St Peter's Square, Wexford.
- The balance of your course fees can be paid on a weekly basis over the course duration. All fees should be paid in full by the final day of the course. You can arrange a payment plan for instalment payments with CTEC. There are no additional charges for paying by instalment.
- If you need to extend your payment plan over a longer period, we will be happy to discuss payment options with you. There are no additional charges for an extended payment plan that has been agreed with CTEC.

Refunds of Deposits:

- If you have paid a deposit for a training course and in the unlikely event that CTEC is forced to cancel this course for any reason, **your deposit will be refunded in full with 14 days of the date your course should have started.** We will try to give as much notice as possible of course cancellations.
- As a community training centre, we are aware that individual circumstances may change. If you cancel your course a minimum of 5 working days before the start of your training course, **your deposit will be refunded within 14 days of our receipt of your cancellation notice.** All course cancellations must be made in writing.

FETAC Certificates:

Please note that your FETAC Certificate and official notification of your award can only be given to you when **all course fees have been paid in full.**

Course Funding Information:

Learners who are unemployed or who are in receipt of benefit should approach their local FAS Employment Services Office or Wexford Local Development to enquire if they are eligible for funding towards FETAC awards. Currently up to €500 per annum funding is available for eligible learners.