

Cook Islands Tertiary Training Institute



PROSPECTUS 2018



Our Vision

To be a renowned provider of quality vocational education training for the people of the Cook Islands

Our Purpose

To build the knowledge and skills of the people of the Cook Islands

Our Promise

Learning that works for YOU.

Our Commitment

We teach the skills you need for the Life YOU want

Our Values

- ◇ ACTING WITH INTEGRITY AND TRANSPARENCY WITH PRIDE IN OUR WORK
- ◇ TRUE TO PROMISES AND WORTHY OF TRUST
- ◇ EXCELLENCE
- ◇ REMAINING RELEVANT, CONNECTED AND PRACTICAL
- ◇ EXCEEDING OUR GOALS
- ◇ INSPIRING
- ◇ INNOVATIVE, FORWARD THINKING, ENGAGING AND SHAPING FUTURES

◇ Vision

◇ Purpose

◇ Promise

◇ Essence

◇ Commitment

◇ Values

SUPPORT WILL BE PROVIDED IF ENGLISH IS NOT YOUR FIRST LANGUAGE



Director's message

Kia Orana and welcome to the Cook Islands Tertiary Training Institute (CITTI), the vocational training centre of the Cook Islands. It gives me great pleasure to present you with the 2018 prospectus. The Cook Islands Tertiary Training Institute aims to be a leader in the provision of relevant, innovative and versatile programmes and training models that enhance educational and cultural outcomes for our students.

The success of our students is the primary focus for our organisation and we aim to support every student that chooses to study with us so that they reach their full potential.

We have a wide variety of programmes being offered in Rarotonga. These carry accreditation with our own Academic Board and registering authorities in the Cook Islands in addition to programmes accredited by international accrediting bodies in the form of London City & Guilds and the New Zealand Qualifications Authority.

Continuing education programmes continue to run in Mangaia, Aitutaki, Atiu, Penrhyn and Pukapuka. We have also collaborated with schools in the southern group to establish trades and hospitality learning programmes for secondary school and adult students.

You will also see contained in this prospectus an array of very popular community education programmes. We encourage you all to take advantage of these programmes and engage and enjoy the lifelong learning journey.

On that note, all of the courses included in this prospectus offer opportunities for you to develop new skills. Many recognise that skill development with internationally recognised qualifications. For others, the satisfaction comes from knowing they have learnt something new.

Please look through the prospectus and the range of programmes we have on offer in 2018 and identify what you may be interested in. You might also like to encourage your friends, family and colleagues to join you on this educational journey.

We look forward to seeing you at the Cook Islands Tertiary Training Institute in 2018.

KA KITE

Caroline Medway-Smith

Director



Meet the TEAM!



COOK ISLANDS
Ministry of Education
Marautau o te Pae Apori



Name: Courtney Papatua

Position: Faculty Operations Coordinator

Location: Ngatangia



Name: Shane Phillips

Position: Tutor—Cookery

Location: Ngatangia



Name: Sam Timoko

Position: Tutor—Cookery

Location: Ngatangia



Name: Pae Papai

Position: Tutor—Cookery

Location: Ngatangia



Name: Yvonne Marsters

Position: Tutor—Management

Location: Ngatangia



Name: Suzanne Travers

Position: Tutor—Beauty Therapy

Location: Ngatangia



Name: Michelle Williams-Mitchell

Position: Quality Assurance &
Administration Manager

Location: Ngatangia



Name: Taa Pera

Position: Tutor—Kia Orana Customer Service &
Management

Location: Ngatangia



Name: Ronnie Siulepa

Position: Tutor—Upskilling

Location: Ngatangia



Name: Ovaia Liew

Position: Tutor—Food & Beverage Service

Location: Ngatangia



Name: Teva Kirikava

Position: Property Maintenance

Location: Ngatangia/Arorangi



Name: Jacqueline Hosea

Position: Faculty Operations Coordinator

Location: Arorangi



Name: Ina George

Position: Tutor—Electrical

Location: Arorangi



Name: Akaiti Maoate

Position: Learning & Development
Manager

Location: Arorangi



Name: Edith Nicholas

Position: Te Uki Tumanava Coordinator

Location: Arorangi



Name: George Fiu "Papa G"

Position: Tutor—Te Uki Tumanava

Location: Arorangi



Name: Angaroa Williams

Position: Tutor—Building & Construction

Location: Arorangi



Name: Ngara Katuke

Position: Finance Officer

Location: Arorangi



Name: Ian Ibbetson

Position: Tutor—Plumbing, Drainlaying &
Gas Fitting

Location: Arorangi



Name: Violet Tisam

Position: Continuing Education Coordinator

Location: Arorangi



Name: Fred Betham

Position: Tutor—Plumbing, Drainlaying &
Gas Fitting

Location: Arorangi



Name: Sarah Tonorio

Position: Literacy & Numeracy Coordinator

Location: Arorangi

CONTENTS

Hospitality & Services

City & Guilds Apprenticeship Programme

Food & Beverage Services
Food Preparation & Cookery

Short Courses

NZQA Culinary
NZQA Food & Beverage

C&G International Leadership & Management (ILM)

Kia Orana Customer Service

Trades & Technology (NZQA)

Electrical Engineering
Building and Construction
Plumbing, Gasfitting and Drainlaying

Short courses & Block courses

Te Uki Tumanava Programme

Nursing & Health Studies

Continuing Education

Pa Enua and School Programmes

Pukapuka
Penrhyn
Atiu
Mangaia
Aitutaki

Academic Calendar



Ways to enrol

For course information and to enrol:

Faculty of Hospitality and Services

Ngatangia campus

Phone (+682) 22 628

courtney.papatua@citti.edu.ck

Faculty of Technology and Trades

Arorangi Campus

Phone (+682) 21 471

jacqueline.hosea@citti.edu.ck

Continuing Education

violet.tisam@citti.edu.ck

Phone (+682) 21 471 Ext 6

School of Nursing and Health Services

Rarotonga Hospital

Phone (+682) 22 664 Ext 809

mary.mcmanus@cookislands.gov.ck



Hospitality & Services

CITTI Hospitality & Services

We support our learners by providing realistic courses and offering qualifications that match the expectations of our industry and stakeholders.



Our accredited courses are internationally recognised offering our learners the opportunity to link to further diploma and degree programmes. Our continuing education courses are relevant to the wants and needs of our community.

*"We strive to be
 flexible..."*

Who are we?

Our Hospitality & Services campus is located in Ngatangiaia.

You can call us on +682 22 628 or email our Faculty Co-ordinator courtney.papatua@citti.edu.ck

Ngatangiaia Campus Staff:

Director

Caroline Medway-Smith

Quality Assurance + Administration Manager

Michelle Williams-Mitchell

Tutors

Sam Timoko—Cookery

Shane Phillips—Cookery

Pae Papai —Cookery

Ovaia Liew—Food & Beverage

Taa Pera— Kia Orana Customer
 Service & ILM

Yvonne Marsters—ILM

Suzanne Travers—Spa & Beauty



We cover many areas of hospitality including Food & Beverage, Culinary Arts, Front Office and Housekeeping through full qualifications and short courses that are relevant to our industry. We also offer International Leadership & Management programmes, and our Kia Orana Customer Service course in collaboration with the Cook Islands Tourism Corporation.

We strive to be flexible and current in what we offer and are looking at new avenues to expand our portfolio. Please come and have a chat down at the CITTI Ngatangiaia Campus.



Apprenticeship Programme

Food & Beverage Services

How it works?

Designed for the Cook Islands Hospitality Industry, this programme runs 8 hours a day, 2 days per week. Theory and practical requirements are completed at CITTI Ngatangia and the workplace.



COURSE DETAILS

Start Date:	
Certificate	12 Feb 18
Diploma	12 Feb 18
Duration:	
Certificate	21 weeks
Diploma	34 weeks
Time: 9.00am – 12.30pm	
Certificate	Mon & Wed
Diploma	Tue & Thu
Numbers:	
Maximum of 12 students	
Location:	
Hospitality & Services Campus - Ngatangia	
Cost per student:	
Local	\$400
International	\$850

Certificate (Level 1)

Starting a career within the hospitality industry? Do you want to specialise in restaurant operations? This course is for those new to the industry and who want to progress as a qualified member of a food and beverage team. They will acquire the relevant knowledge and skills to perform practical tasks.

Diploma (Level 2)

For those with a minimum of two years work in the hospitality industry and who already have knowledge of the basic principles of restaurant or bar work, or who can demonstrate commitment and enthusiasm to work and study in order to supplement their existing knowledge.

Currently in the industry? Looking to upskill? Enrol now!



Apprenticeship Programme

Food Preparation & Cooking

Certificate (Level 1)

How it works?

Each week apprentices put their knowledge into practice in their workplaces, which are monitored by their supervisors. Monthly meetings are scheduled with the respective tutor, supervisor and apprentices to evaluate learning and practices. Students also spend two days a week at CITTI Ngatangiia.

Designed for those who wish to take the first step to becoming a qualified chef and perform practical skills using different methods of cookery.



COURSE DETAILS

Start Date:	
Certificate	12 Feb 18
Diploma	12 Feb 18
Duration:	
Certificate	21 weeks
Diploma	34 weeks
Time: 9.00am – 12.30pm	
Certificate	Mon & Wed
Diploma	Tue & Thu
Numbers:	
Maximum of 12 students	
Location:	
Hospitality & Services Campus - Ngatangiia	
Cost per student:	
Local	\$400
International	\$850

Diploma (Level 2)

This course is designed for those with a minimum of 5 years work experience in the hospitality industry. You already have the knowledge of the basic principles of cookery and are looking to progress to more complex methods, costings, nutrition and HACCP controls.



Keen to enrol? Call 22 628 or email study@citti.edu.ck



Short Courses

Hospitality & Services Courses

Food & Beverage

How it works?

City and Guilds qualifications are internationally recognised. These courses are designed to help you upskill as well as gain knowledge in these areas.

These courses are scheduled according to a minimum number of attendees. The minimum number is 8.

COURSE DETAILS

Start Date:

Refer to dates in Course Date section

Time:

Refer to times in Course Date section

Numbers:

Minimum number of 8

Location:

Hospitality & Services Campus
- Ngatangia

Cost per student:

Barista Skills \$50
Professional Bartending \$100

Level 2 International Award in Barista Skills

Course Description	Course Dates
Gain a qualification in espresso coffees, café and counter service skills. Practical and theory assessments.	Next intake starts Thursday 3 May 2018 9-12pm. Every Thursday for 5 weeks.

Level 2 Award in Professional Bartending

Course Description	Course Dates
Gain a mixologist qualification, the skills and knowledge of the principles of non-alcoholic and alcoholic beverages. Practical and theory assessments.	Course starts Wednesday 18 April 2018 Every Wednesday for 8 weeks Day 9am to 12pm Evening 5:30pm to 8:30pm



Short courses are a great way to upskill...Register Now!



Short Courses

Hospitality & Services Courses

NZQA Accredited - Culinary and Food + Beverage

How it works?

These courses are designed to help you upskill and gain knowledge in these areas as well as gain NZQA credits that go towards your record of learning.

These courses are scheduled according to a minimum number of attendees. The minimum number is eight.

COURSE DETAILS

Start Date:
On demand

Time:
Scheduled to suit group

Numbers:
Minimum number of 8

Location:
Hospitality & Services Campus
- Ngatangia

Cost per student:
Food Safety \$50
Kitchen Hygiene \$50
Basic Culinary Skills \$100

Food Safety Preparation, Storage, Holding and Serving

Unit	Description	Level	Credits
167 V7	Practice food safety methods in a food business under supervision.	2	4

Kitchen Hygiene

Unit	Description	Level	Credits
167 V7	Practice food safety methods in a food business under supervision.	2	4
13284 V4	Clean food production areas and equipment.	2	2

Basic Culinary skills (pre-requisite Kitchen Hygiene)

Unit	Description	Level	Credits
13285 V4	Handle and maintain knives in a commercial kitchen.	2	2
13280 V4	Prepare fruit and vegetable cuts.	2	2
13283 V4	Prepare and present salads for service.	2	2
13281 V5	Prepare and present basic sandwiches for service.	2	2

For course information and to enrol:

Hospitality and Services, Ngatangia campus

Phone (+682) 22 628 or study@citti.edu.ck

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Short Courses

Hospitality & Services Courses

NZQA Accredited - Culinary and Food + Beverage

How it works?

These courses are designed to help you upskill and gain knowledge in these areas as well as gain NZQA credits that go towards your record of learning.

These courses are scheduled according to a minimum number of attendees. The minimum number is 8.

COURSE DETAILS

Start Date: On demand
Time: Scheduled to suit group
Numbers: Minimum number of 8
Location: Hospitality & Services Campus - Ngatangia
Cost per student: Gourmet Sandwiches \$100 Café Service \$100 Baking & Pastry for Café \$100 Pasta Partners \$100

Gourmet Sandwiches

Unit	Description	Level	Credits
13282 V4	Prepare, assemble and present complex sandwiches for service in a commercial kitchen.	3	2
13331 V4	Prepare and cook pickles, chutneys and preserves in a commercial kitchen.	2	2

Café Service

Unit	Description	Level	Credits
14434 V5	Prepare and clear areas for table service in a commercial hospitality environment.	2	3
17287 V5	Prepare and present filtered coffee for service .	2	2

Baking & Pastry for Café

Unit	Description	Level	Credits
167 V7	Practice food safety methods in a food business under supervision.	2	4
13272 V4	Cook food items by baking.	2	2

Pasta Partners (pre-requisite US 167)

Unit	Description	Level	Credits
13314 V5	Prepare and cook egg dishes in a commercial kitchen.	3	4
13316 V4	Prepare and cook basic pasta dishes in a commercial kitchen.	3	3



Short Courses

Hospitality & Services Courses

NZQA Accredited - Culinary and Food + Beverage

How it works?

These courses are designed to help you upskill and gain knowledge in these areas as well as gain NZQA credits that go towards your record of learning.

These courses are scheduled according to a minimum number of attendees. The minimum number is 8.

COURSE DETAILS

Start Date: On demand
Time: Scheduled to suit group
Numbers: Minimum number of 8
Location: Hospitality & Services Campus - Ngatangiia
Cost per student: Art of coffee making \$100 Food & Beverage Table \$100 Introduction to Baking \$100

Art of Coffee Making

Unit	Description	Level	Credits
17285 V7	Demonstrate knowledge of commercial espresso coffee equipment and prepare espresso beverages under supervision	2	4
17288 V5	Prepare and present espresso beverages for service	3	5
28145 V1	Interact with customers in a service delivery context	2	2

Food and Beverage Table

Unit	Description	Level	Credits
14434 V5	Prepare and clear areas for table service in a commercial hospitality establishment.	2	3
14436 V5	Provide table service in a commercial hospitality establishment.	2	4
14425 V5	Prepare and serve hot and cold non-alcoholic drinks in a commercial hospitality establishment.	2	5

Introduction to Baking

Unit	Description	Level	Credits
13310 V4	Prepare and produce basic hot and cold dessert items in a commercial kitchen.	2	3
13322 V4	Prepare and cook basic pastry dishes in a commercial kitchen.	3	4
13325 V4	Prepare and bake basic cakes, sponges, and scones in a commercial kitchen.	3	4

Keen to register? Call 22 628 or email study@citti.edu.ck



Hospitality & Services Courses

How it works?

City and Guilds qualifications are internationally recognised. On successful completion you will gain a diploma to help start your career pathway.

These courses are scheduled according to a minimum number of attendees. The minimum number is 8.

COURSE DETAILS

Start Date: 12 Feb 18
Time: Scheduled to suit group
Numbers: Minimum number of 8
Location: Hospitality & Services Campus - Ngatangiia
Cost per student: Local \$450 International \$850

Diploma in Beauty Therapy

Level	Description
2	This diploma will give you the skills to apply client care and communication in beauty related industries whilst learning how to apply facial, skin care, waxing and eyelash and brow treatments.

Diploma in Body and Spa Therapy

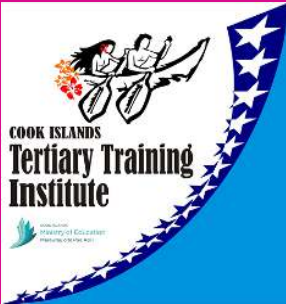
Level	Description
3	Whilst studying this diploma you will learn the art of head and body massage, applying stone therapy massage and spa treatments.

Level 2 Diploma in Hair and Barbering

Level	Description
3002-70	Suitable for people who have gained a level 1 or level 2 qualification, and/or have been working in the industry and are looking to accredit their skills and knowledge. This qualification provides opportunities for those with intentions of progressing into a supervisory or more technical role, or onto a level 3 qualification.



Keen to register? Call 22 628 or email study@citti.edu.ck

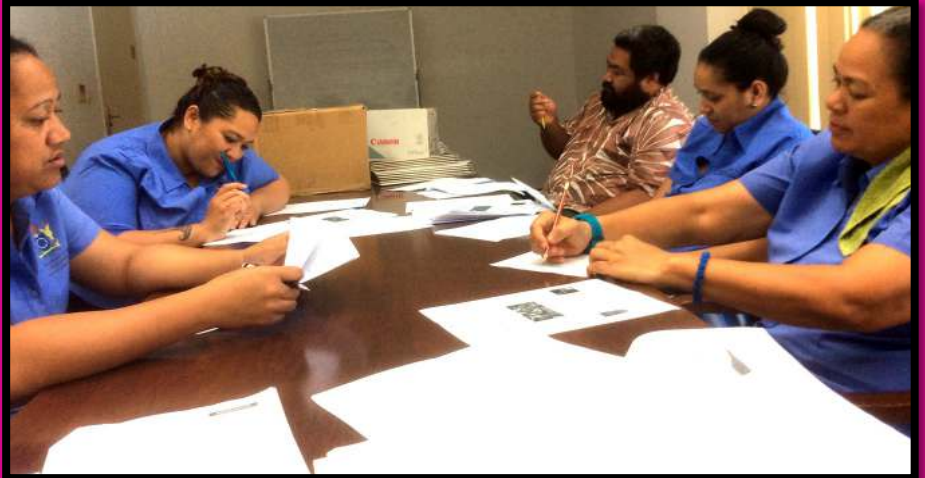


Business and Administration International Leadership & Management Course

How it works?

Ideally, students will have had a minimum of two years' experience in a supervisor, manager, team leader or similar role and have adequate literacy levels to achieve success in this programme. Access to a computer and the internet is also required.

The Institute of Leadership & Management provides four qualifications within this course.



Certificate in Leadership and Team Skills

Level	Description
2	The Certificate in Leadership and Team Skills is ideal for practising team leaders, helping them become more effective and confident in their role. This will also support new or aspiring team leaders – helping them make the transition from working in a team to leading a team.

Diploma in Leadership & Management

Level	Description
3	The Diploma in Leadership and Management is ideal for individuals who have management responsibilities but no formal training, and are serious about developing their skills. They particularly support practising team leaders aspiring to the next level of management.



Keen to register? Call 22 628 or email study@citti.edu.ck



Business and Administration

Leadership & Management continued...



Human Resources



Level	Description
3	The award in Leadership and Management (Human Resources) is ideal for individuals who are responsible for human resource activities within their organisations.

Diploma in Leadership & Management

Level	Description
5	The Diploma in Leadership and Management is designed for practising middle managers.

COURSE DETAILS

Start Date:
On demand

Time:
Scheduled to suit group

Numbers:
Maximum of 15 per class

Location:
Hospitality & Services
Campus—Ngatangiaa

Cost per student:
\$400 (\$100 deposit before 17
Jan)





Business and Administration

Short Courses



How it works?

These non-accredited courses are aimed at first time managers/supervisors or people in junior managerial roles.

COURSE DETAILS

Start Date: On demand
Time: Scheduled to suit group
Numbers: Maximum 8 people
Location: Hospitality & Services Campus—Ngatangiaa
Cost per student: Effective Management \$100 Teamwork \$50 Employee recruitment \$50 Negotiation skills \$50

Effective Supervisory Management (24 hours)

Description

This course is designed for people who have been promoted to a senior position within an organisation or who are in a supervisory role. This course will help you become an effective manager and leader.

Teamwork and Team Building (6 hours)

Description

This course will introduce you to the power of team work and give you the skills to identify the characteristics that are important to building an effective team, understand the importance of teamwork and provide you with the tools and techniques to deal with issues and conflict within a team.

Employee recruitment (6 hours)

Description

This course is to help you understand recruitment, the selection process and procedures required when recruiting the right employee for your organisation.

Negotiation skills (6 hours)

Description

This course will provide you with the skills necessary to successfully negotiate (deals, policies, contracts or other) in your personal and professional life.

Keen to register? Call 22 628 or email study@citti.edu.ck



Business and Administration

Events Management

How it works?

If you are in the business of managing crowds of people at an event, then this security short course is perfect for you.



Security– Short course (18 hours)

Description

You may already be working in this field, however, this course will give you the skills of managing a crowd where entry and exit control is required and where conflict situations may arise in a security context.

COURSE DETAILS

Start Date: On demand
Time: Scheduled to suit group
Numbers: Security—15 max
Location: Hospitality & Services Campus - Ngatangia
Cost per student: \$50



Keen to register? Call 22 628 or email study@citti.edu.ck



Kia Orana

Customer Service Course

How it works?

Contact Taa Pera to register your interest and voila! It's that simple!

**WEAR YOUR
KIA ORANA
SMILE
EVERYDAY
KEEP YOUR
KIA ORANA
SPIRIT
SHINING**

Know your **People**

Know your **Values**

Know your **Product**

This course focuses on customer service and your organisation. Knowing your people, knowing your organisational values and knowing what products are available for your customers.

The Kia Orana Customer Service course runs at CITTI at the Ngatangia campus.

The course will cover Kia Orana values and a series of customer service based topics.

This course is **FREE** and is on-going throughout 2018, kicking off in February.



A Cook Islands Tourism Corporation initiative in partnership with the Cook Islands Tertiary Training Institute.

Taa Pera: 53 391 or email taa.pera@citti.edu.ck

Trades & Technology

CITTI Trades & Technology

Our goal here at Trades & Technology is to provide upskilling, training and support in the “Hard Trades” in Rarotonga and the Pa Enua.

*“we teach the skills **YOU** need
for the life **YOU** want.”*

Who are we?

Our Trades & Technology campus is located in Arorangi, behind ICI.

You can call us on +682 21 471 or email our Faculty Co-ordinator on jacqueline.hosea@citti.edu.ck

Trades Staff:

Learning + Development Manager

Akaiti Maoate

Finance Officer

Ngara Katuke

Course Coordinators

Violet Tisam—Continuing Education

Sarah Tonorio—Literacy & Numeracy

Tutors

Ina George—Electrical

TBC—Automotive

Angaroa Williams—Building

Ian Ibbetson & Fred Betham—
Plumbing, Drainlaying, Gas-fitting

In 2018 we will continue to offer courses in Automotive, Building, Electrical Engineering, Plumbing, Gas-fitting and Drain-laying and Refrigeration and Air-conditioning. We are also working on expanding our portfolio to include Engineering and Welding.

If you are looking at up-skilling or going further and gaining a qualification in the trades industry, then please come and see us in Arorangi.



Visit us online at www.facebook/cookislandscitti or www.citti.edu.ck



Trades and Technology

NZQA Accredited

How it works?

If you are currently employed in the trade industry, ready to enter or wanting to upskill, the Cook Islands Tertiary Training Institute Trades campus offers courses in the following disciplines:

- ◇ Electrical Engineering
- ◇ Automotive Engineering
- ◇ Building and Construction
- ◇ Plumbing, Gas-fitting and Drainlaying
- ◇ Refrigeration and Air Conditioning

COURSE DETAILS

Start Date:
12 Feb 18
Duration: 40 weeks
Time: 5.30pm – 8.30pm
Numbers: 10
Location: Trades - Arorangi
Costs per student:
\$400 per year

Electrical Engineering

If you are employed in the electrical industry or ready to enter into the industry, you can further your knowledge and understanding of electrical engineering with CITTI. You will learn about electrical lighting and motors, appliances and instrumentation and improve your knowledge of switchboards, wiring and electric cables, and low and high voltage.



Automotive Engineering

If you are employed in the automotive industry or ready to enter into the industry, you can further your knowledge and understanding of automotive engineering with CITTI.

You will learn about hand tools and workshop equipment, general engineering tasks and fuel and cooling systems, and how to service road wheels and batteries. New and emerging technology in this industry will also be introduced as part of this course.

Keen to enrol? Call 21471 or email study@citti.edu.ck



Trades and Technology

NZQA Accredited

How to Enrol?

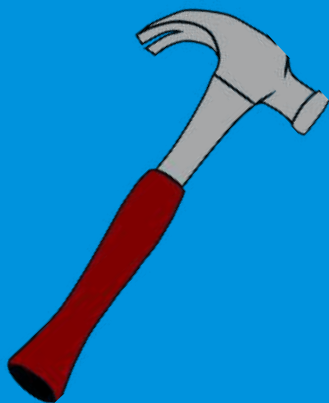
Phone +682 21 471
 Email: study@citti.edu.ck or
jacqueline.hosea@citti.edu.ck

Visit our website www.citti.edu.ck
 Come and see us at the CITTI Trade
 campus in Arorangi (behind ICI
 ex-Public Works).

Building, Construction and Allied Trades Skills

If you are employed in the building industry or ready to enter into the industry, you can further your knowledge of building construction with the National Certificate in Building,

- Construction and Allied Trades Skills.
- Stage 1 Pre-Building Trade Certificate
- Stage 2 Building Trade Certificate



Plumbing, Gasfitting and Drainlaying (Introduction) (Level 2)

This entry level qualification provides a solid foundation and introduction for those employed in the plumbing and drain-laying industry or those ready to enter into the industry.

You will learn about hand and power tools of the trade, basic welding techniques, health and safety procedures, and how to perform basic residential plumbing and drain laying.

Refrigeration & Air Conditioning

This short course is ideal for those already employed in the refrigeration and air conditioning industry, or those who want to increase their knowledge and understanding about these systems. You will learn about refrigeration and air conditioning principles, how to prepare and purge braze piping for refrigeration and how to assemble refrigeration and/or air conditioning components.

Our trades courses are NZQA accredited



Trades and Technology

Short courses & Block courses

How it works?

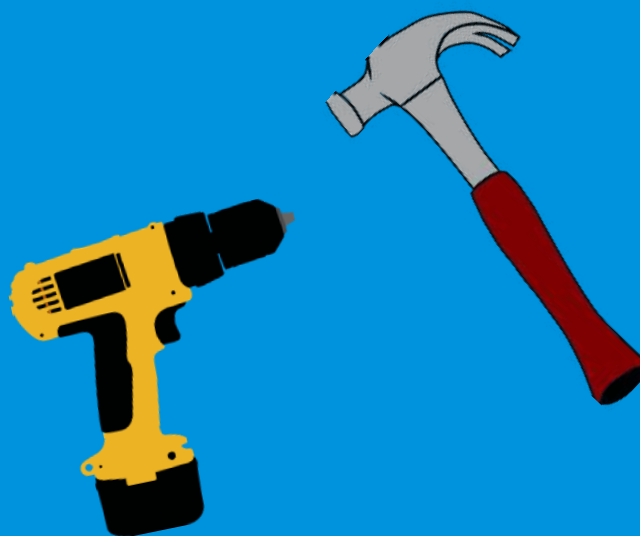
If you are looking to upskill or pick up a new trade, the CITTI Trades offer short and block courses throughout the year. All courses are promoted through the local newspapers, on campus, Facebook and our website. CITTI are looking at launching a programme around Renewable Energy in 2018. We will keep you posted.

The ability to offer short and block courses depends on tutor availability and student demand for the programmes.

If you have a suggestion for a short course or would like to tutor in 2018, please visit the Trades campus in person, phone +682 21 471 or email jacqueline.hosea@citti.edu.ck. We are always looking to offer and promote new courses and increase our tutoring pool.

Short Courses

Description	Duration	Fee
Basic Engineering and Welding course: Start date: On demand	5 weeks	\$100
Basic Engineering and Welding course: Start date: On demand	5 weeks	\$100
Refrigeration, and Air-conditioning course Start date: On demand	16 weeks	\$100



Keen to register? Call 21 471 or email study@citti.edu.ck



Trades and Technology

Te Uki Tumanava Programme



This is a 20 week full-time programme and targets school leavers, 16 to 19 years old who may be interested in continuing to study in a supportive environment.

Participants will develop core life skills such as communication, literacy and

numeracy, health and well-being and career planning along with skills in building & construction and hospitality.

The Te Uki Tumanava programme also provides its participants with opportunities to explore potential study pathways and/ or employment.

Successful applicants must have the physical capability and a level of literacy and numeracy to achieve success. Students will be interviewed as part of the CITTI wrap around approach to support, guide and assess their individual needs to achieve their goals.



COURSE DETAILS

Course Description:

Certificate in Introductory Building & Construction (Lvl 2)
Includes Life Skills programme

Starts:

First Semester 12 Feb to 29 Jun 2018

Second Semester 16 Jul to 30 Nov 2018

Duration: 20 weeks per Semester.

Time: 9am to 3pm Mon to Thurs

Entry requirements:

Min 16 to 19 years old (male & female), school leavers.
Enrolment subject to interview process.
Literacy and numeracy testing.

Fees: NIL

To register or enquire further contact Edith Nicholas on 21 471 or email e.nicholas@citti.edu.ck



How it works?

The School of Nursing and Health Studies programme is run through the Ministry of Health and accredited by the Cook Islands Tertiary Training Institute.



Nursing & Health Services

Diploma in Dental Health Therapy

Dates: 12 Feb 18.(subject to change)

Entry requirements: contact Mary MacManus for more information.

Fees 2018

Subject to Ministry of Health. Minimum material fees.

Diploma in Nursing Year 2

Dates: 12 Feb 18 (subject to change)

Entry requirements

Have completed year one of the course

Fees 2018

Subject to Ministry of Health. Minimum material fees.



Keen to take the next step? Call Mary on 22 664 or email m.macmanus@health.gov.ck



Continuing Education

A sample of courses run throughout the year.

How it works?

CITTI offers continuing education courses during evenings.

These short courses are designed for beginners, with no prior experience necessary. The course fee includes course handouts and ingredients/ resources. Additional costs may be required for some courses offered.

See attached calendar for more courses, dates and fees.



Sew a Dress

Learn to operate a sewing machine. Then cut and sew a dress.

Basic French for Frontline Staff

Learn Basic French for Frontline Staff.

Sew a Shirt

Learn to operate a sewing machine. Then cut and sew a shirt.

Vegetarian Cooking

Learn to cook nutritious vegetarian meals.

Paint Flowers

Learn the technique of drawing with pencil and painting with acrylics. Complete a flower painting.

Comprehensive Sexuality Education

Learn how to communicate Comprehensive Sexuality Education to young people.

Abstract Designing

Learn to design abstract patterns using local flora and fauna. To be used for designs for block printing and tattooing.

Risotto/Tiopu Raiti

Learn to cook rice the Italian way.

Conversational Maori

Learn to understand and have Conversations in Maori.

Kikau Baskets

Learn the skill of plaiting Kikau Baskets (coconut frond baskets).





How to enrol?

To register for Continuing Education courses:

Phone Violet Tisam on 21 471 or
Email violet.tisam@citti.edu.ck

A course suggestion?

If you have a course to suggest or you would like to tutor a course, please contact Violet to enquire further. We are always looking to increase our tutoring pool and promote new courses.

Coconut Beauty Products

Learn to make beauty products from coconut oil. Such as hair conditioners and facial creams.

Floral Arrangement

Learn to make Floral Arrangements for different occasions.

Jewellery Basic

Learn to make handmade sterling silver jewellery using your own designs.

Pruning Trees & Shrubs

Prune trees and shrubs to encourage flowering and/or fruiting.

Build a Table

Learn to use small electrical hand tools and Build a Table using your own designs.

Smartphone Basics & Social Media

Learn to use a smartphone and set up a social media account.

Smartphone Basics and Apps

Learn to install apps on your mobile phone while learning to use your smartphone.

Pareu Soft Toys

Sew a pareu teddy bear/animal of choice for your child.





Pa Enu Training/ School programmes

Pukapuka (TE ULU O TE WATU)

The Te Ulu o Te Watu Learning Centre offers a comprehensive community and youth education programme focused on traditional crafts, trade skills, computer literacy, English and Pukapukan language, cooperative businesses and cultural preservation. The Learning Centre (aka “University of Pukapuka”) runs out of Niua School. It works closely with the villages and youth groups to provide arts and culture preservation, continuing education and individualized learning.

To find out more about courses available in 2018 please contact our Island Broker **Koree Tinga** on phone +682 41357 or email koree.tinga@citti.edu.ck.

Penrhyn (TONGAREVA)

Kura Tongareva offer the Certificate of Achievement for Education and Training (CAET) which is a work experience course covering topics such as CVs and job activities. There are also continuing education courses on offer throughout the year.

To find out more about courses available in 2018 please email our Island Broker **Dr. Michael White** on crwban681@yahoo.co.uk.

Atiu (ENUA MANU)

In collaboration with Enuamanu School, CITTI offers full-time courses in building and construction and electrical engineering. In 2018, we anticipate offering a range of continuing education courses. To find out more about courses available in 2018 please contact our Island Broker **Robert (Bob) Gore** on phone +682 70119 or email robert.gore@citti.edu.ck.



Contact our Island Learning Brokers for course information for the Pa Enu



Pa Enea Training Continued

Mangaia (AUAU)

In Mangaia, Citti works closely with Mangaia school and the Island Council to offer a range of continuing education courses and trades programs. To find out more about courses available in 2018 please contact our Island Broker **Tuaine Tuara** on phone +682 50202 or email tuaine.tuara@citti.edu.ck.



Aitutaki (Araura)

CITTI Aitutaki offers a comprehensive programme for school leavers and the local community including Computing, Life Skills, Kia Orana Customer Service, Career Development, Electrical and Management. Also on offer is a bridging program designed to develop and assist those pursuing higher levels of tertiary study e.g. USP, Polytechnic Institutes and online Distant Learning courses. We also offer Continuing Education classes that are designed for beginners. These courses celebrate the uniqueness and diversity of Cook Island Culture. For more information please contact our Island Brokers:



Junior Tamati phone +682 74493 or email

junior.tamati@citti.edu.ck

Shelley Tavai phone +682 53501 or email

shelley.tavai@citti.edu.ck



Contact our Island Learning Brokers for course information in the Pa Enea

Academic Calendar

IMPORTANT DATES

2018

CAMPUS RE-OPENS	8 January
Start of Semester One	12 February
Public Holiday—Good Friday	30 March
Public Holiday—Easter Monday	2 April
Public Holiday—Anzac Day	25 April
Public Holiday—Queen's Birthday	5 June
End of Semester One	29 June
Public Holiday—Ariki Day	6 July
Semester Break	2—13 July
Public Holiday—Constitution Day	6 August
Start of Semester Two	16 July
Public Holiday—Gospel Day	26 October
End of Semester Two	16 December
CAMPUS CLOSES	22 December
Public Holiday—Christmas Day	25 December
Public Holiday—Boxing Day	26 December
New Year's Day	1 January

Ways to Enrol:

For course information and to enrol:

Hospitality and Services

Ngatangia campus

Phone (+682) 22 628

courtney.papatua@citti.edu.ck

Technology and Trades

Arorangi Campus

Phone (+682) 21 471

jacqueline.hosea@citti.edu.ck

Continuing Education

violet.tisam@citti.edu.ck

Phone (+682) 21 471 Ext 6

School of Nursing and Health Services

Rarotonga Hospital

Phone (+682) 22 664 Ext 809

mary.macmanus@cookislands.gov.ck

Check us out on Facebook

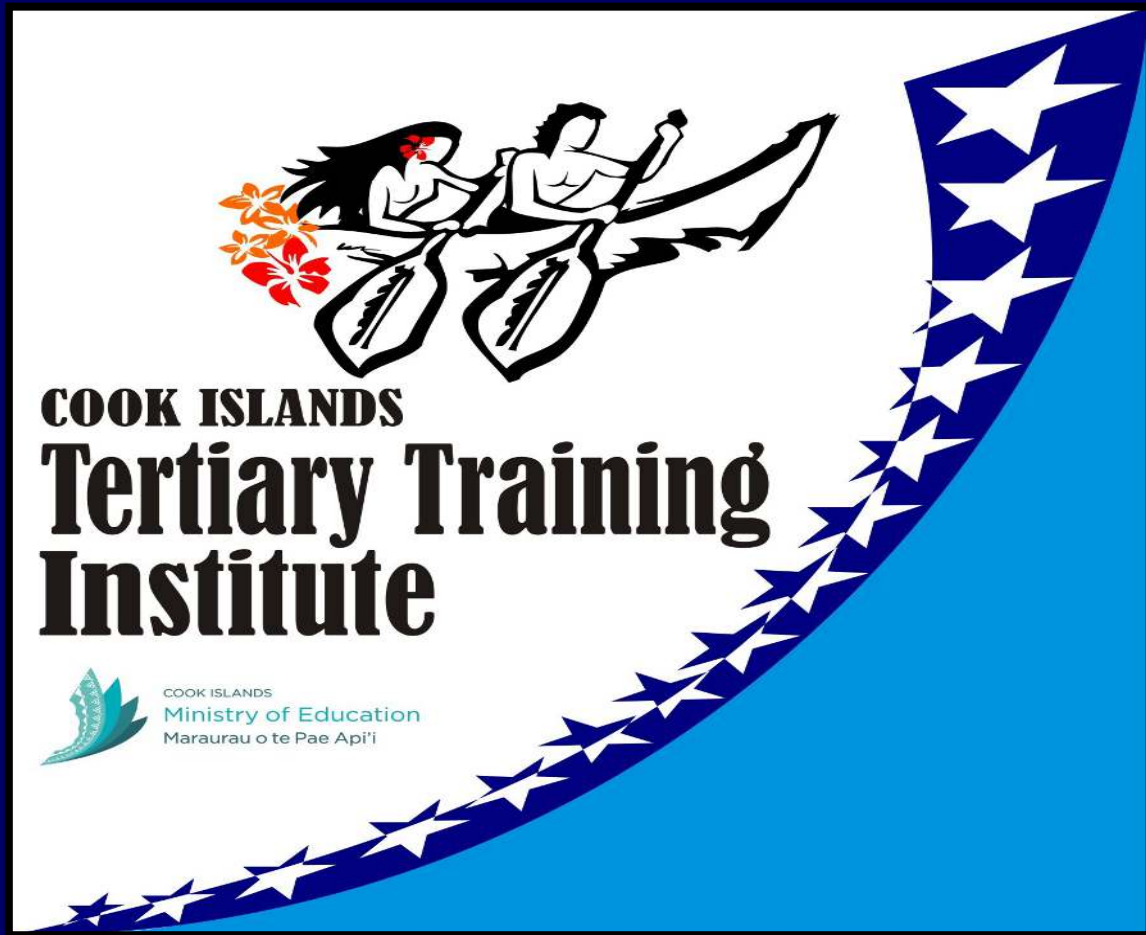
Let CITTI help you get started on your career pathway.



“Your future starts with YOU!”



Disclaimer: Information contained in this publication is correct at the time of printing, but may be subject to change. Whilst all reasonable efforts will be made to ensure listed programmes are offered and regulations are correct, CITTI reserves the right to change content, method of delivery, to withdraw any programme, impose limitations on enrolment, change scheduled class times and days and course fees should circumstances require this.



Photos courtesy of:

Taa's snapz

Ronnie Siulepa

Jacqueline Hosea

Violet Tisam

Ovaia Liew

Cook Islands Tourism

Ina George