

CONTINUING EDUCATION COURSES

Month: October 2018



ENROL TODAY!

Cook Islands Tertiary Training Institute is now accepting enrolments for the following Continuing Education Courses

Email contact | study@citti.edu.ck Phone | 21471 Arorangi Campus or 22628 Ngatangia Campus

| October 2018 | DATE | TIME | COURSE TITLE AND DESCRIPTION | VENUE | FEE | RESOURCES |
|---------------------------------------|--|---|--|---|--------------------------|---|
| | 1 - 8 Oct Mon 2 weeks | 5pm - 7pm | House Building: Step 1 This short course will introduction you to the complex and intricate and where to start your house building journey. | Room 5 Trades Campus Arorangi | \$30.00 | Pen and Paper. |
| | 26 Sept- 5 Oct tbc 1 week | tbc | Girlboss Workshop series and Key-note function Alexia Hilbertidou, founder of Girlboss NZ will deliver a series of workshops in schools. She will also be the key-note speaker of an Island-wide event, details tbc. | tbc | free | entrepreneurial spirit |
| | 1 - 10 Oct Mon, Tues, Wed 2 weeks | 4.30pm - 6.30pm | Block Printing Come along and enjoy creating patterns and designs to personalise your linen and fabric. | Workshop Deck Trades Campus Arorangi | \$50.00 | Paper/HB pencil, rubber and Fabric |
| | 2 - 4 Oct Tues, Wed, Thurs 1 week | 5pm - 7pm | Upgrade Your Computing Skills: Microsoft office the needs of the group, Namely Outlook, Excel, and Publisher. Word/Excel/PowerPoint the responds to the needs of the group. | Media Room Hospitality Campus Ngatangia | \$40.00 | Laptop if available |
| | 2 - 4 Oct Tues, Wed, Thurs 1 week | 5pm - 7pm | Marcotting Trees and Shrubs Learn a skill for the home gardener, Produce flowers or fruits of the same variety in less time. | Min.of Agriculture Arorangi | \$30.00 | pen paper |
| | 4 - 25 Oct Thurs 4 weeks | 5pm - 8pm | Rakei with Maya (Craft/Jewellery) This short course will teach participants how to make island inspired adornments from locally sourced materials. For example shell and seed ear-rings. | Room 4 Trades Campus Arorangi | \$40.00 | Needle, Cotton, Scissors and a collection of shells and seeds |
| | 06-Oct Saturday 1 week | 11am - 2pm | Bee Keeping Club: Introduction to Bees these care of these amazing creatures. Bring the pollinators back to your garden. | Room 1 Trades Campus Arorangi | \$30.00 | Protective Gear (white), Pen and Paper. |
| | 9 - 11 Oct Tues, Wed, Thurs 1 week | 5pm-7pm | Pare Ukarau/ Coconut Frond Hat. Learn to waeve a hat made popular by the Pare Ukarau song. A must for a sunny day. | Tereora College Avarua | \$30.00 | Kikau and knife |
| | 8 - 10 Oct Mon, Tues, Wed 1 week | 5pm - 7pm | Management Skills Come along and learn how some new skills to improve you management potential and practise. | Media room Hospitality Campus Ngatangia | \$30.00 | Pen and Paper. |
| 8- 10 Oct Mon, Tues, Wed 1 week | 5pm - 7pm | Introduction to Haircutting This short course will introduce you to the basics of hair cutting. Come along and learn how trim and shape using hair cutting instruments. | Salon Hospitality Campus Ngatangia | \$40.00 | Own scissors and models. | |

October 2018

| | | | | | |
|---|------------|---|---|----------|--|
| 9 - 10 Oct Tues, Wed, Thurs 1 week | 5pm - 8pm | Introduction to Management This short course is designed for those unfamiliar with the roles of management so they understand better how businesses function and operate. | Media Room Hospitality Campus Ngatangiaa | \$30.00 | Pen and Paper. |
| 10 Oct - 1 Nov Wed, Thurs 4 weeks | 5pm - 7pm | Mind your Own Business (M.Y.O.B) course accounting transactions using this software. Furthering the success of your small business. | Tereora College Nikao | \$100.00 | Computer |
| 15 Oct - 25 Oct Mon, Thurs 1 weeks | 5pm - 7pm | Conversational Maori Learn coversational Maori in everyday situations. De-code the mysteries of our beautiful language in a comfortable and inclusive space. | media room Hospitality Campus Ngatangiaa | \$30.00 | Pen and Paper. |
| 15 - 29 Oct Mon 3 weeks | 5pm-7pm | Caregiving: Introduction Come and learn how to care for your loved ones who need extra support at home. This introductory course will empower you with some basic skills to provide comfort. | Chef's room Hospitality Campus Ngatangiaa | \$30.00 | Pen and Paper. |
| 16 - 23 Oct Tues 2 weeks | 5pm - 7pm | Academic Essay Writing in English This short course will expose you to the skills to develop an academic writer in English. Our experienced tutor will train you to write confidently and proficiently. | Media room Hospitality Campus Ngatangiaa | \$30.00 | Pen and Paper. |
| 16 Oct- 6 Nov Tues 4 weeks | 5pm - 7pm | Introduction to Drafting (Drawing up Building Plans) designing and drawing house plans to your own specifications.. | Room 5 Trades Campus Ngatangiaa | \$60.00 | Paper/HB pencil, rubber & ruler. |
| 15 Oct - 5 Nov Mon 4 weeks | 5pm - 7pm | Auto-Electronics (Level 2) Learn how to test circuits, change bulbs and the basics of automotive electronics. Improve your abilities in fixing your own vehicle's electrical problems. | Room 3 Trades Campus Arorangi | \$50.00 | Covered Shoes |
| 16 - 18 Oct Tue, Wed, Thur 1 week | 5pm-7pm | Land Workshop: Introduction to Land Laws This series of lessons helps to increase your land law knowledge. It includes modules on the register of titles, successions and occupation rights. | Chef's room Hospitality Campus Ngatangiaa | \$30.00 | Pen and Paper. |
| 16 - 18 Oct Tues, Wed, Thurs 1 week | 5pm - 7pm | I.T. and Smartphone Learn how to use your Smartphone to it's vast capabilities.Learn skills like; how to browse the web, send/receive emails and understand phone applications. | Bluesky Training Room Avarua | \$40.00 | Smartphone and/or tablet |
| 22 Oct - 6 Nov Mon, Tues 3 weeks | 5.pm - 8pm | Sew a Dress Come along and learn how to cut and sew a fitted dress to your measurements and design. Learn how to use a sewing machine confidently. | Room 1 Trades Campus Arorangi | \$50.00 | Cotton Fabric, Cotton thread, Scissors, Sewing Kit, Sample Dress |
| 23 -25 Oct. Mon, Tues. Wed 1 week | 5.pm - 7pm | Email Navigation (P.D. Short course) This professional development short course is designed to improve your use of email . to write professional emails that are fit-for-purpose. | Media room Hospitality Campus Ngatangiaa | \$30.00 | personal laptop pen/paper |
| 24 Oct - 8 Nov Wed, Thur 3 weeks | 5.pm - 8pm | Sew a Dress Come along and learn how to cut and sew a fitted dress to your measurements and design. Learn how to use a sewing machine confidently. | Room 1 Trades Campus Arorangi | \$50.00 | Cotton Fabric, Cotton thread, Scissors, Sewing Kit, Sample Dress |
| 22 - 24 Oct Tues, Wed, Thurs 1 week | 5pm - 7pm | Upgrade Your Computing Skills: Beginner These sessions will cover a range of computer skills and applications, eg: Microsoft Word/Excel/PowerPoint the responds to the needs of the group. | Media Room Hospitality Campus Ngatangiaa | \$40.00 | Laptop if available |
| | | | | | |

October 2018

| | | | | | |
|--|-----------|---|---|---------|---------------------------|
| 22 - 29 Oct Mon 4 weeks | 5pm - 7pm | House Building: Step 3 This short course will continue your introduction to the complex and intricate out. | Room 5 Trades Campus Arorangi | \$30.00 | Pen and Paper. |
| 23 - 25 Oct Tues, Wed, Thurs 1 week | 5pm - 7pm | Land Workshop: Level 2: Register of Titles and Successions This Level 2 series of lessons will examine genealogies. Register of title ROT's, succession applications and revocation of succession orders. Referencing the relevant sections of the laws and case studies. | Room 1 Trades Campus Arorangi | \$30.00 | R.O.T's Pen and Paper. |
| 29 Oct - 1 Nov Mon, Tues, Wed, Thurs 1 weeks | 5pm - 7pm | Conversational Maori Learn conversational Maori in everyday situations. De-code the mysteries of our beautiful language in a comfortable and inclusive space. | media room Hospitality Campus Ngatangia | \$30.00 | Pen and Paper. |
| 24 Oct - 14 Nov Wed 4 weeks | 5pm - 8pm | Basic Bike Maintenance and Repair This class will cover the basics when servicing and maintaining your bike. You will learn how to change tires, service your bike and trouble shoot problems. | Room 3 Trades Campus Arorangi | \$50.00 | Covered Shoes |

Disclaimer:

If minimum numbers are not met, courses will be postponed or cancelled. received.

Students under the age of 16 need to enrol with a guardian and with special permission from the coordinator (and tutor).

Reimbursements will not be given on enrolments after 1 week before delivery of course content.

To secure the enrolment, payment needs to be received at one of the CITTI offices.

Courses can be cancelled up to and including the day of delivery.

Additional costs and/or resources may be charged or required by learners, subject to course requirements.

If you do not pay the enrolment fees you will not be able to attend the classes