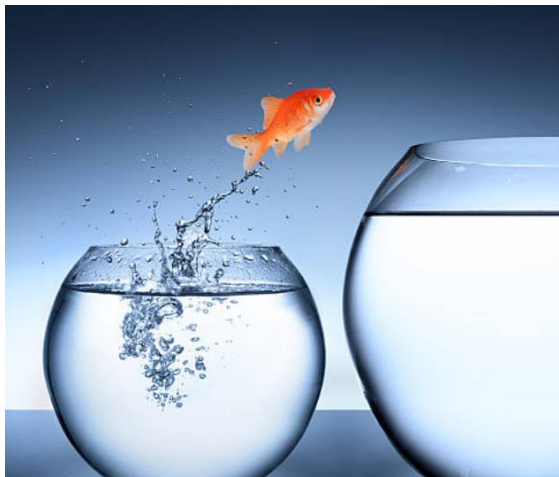


## ACE / Short Course

THIS PROGRAMME IS DELIVERED UNDER SUBCONTRACTED AGREEMENT WITH NATIONAL COUNCIL OF YMCAS NEW ZEALAND.

### Programme Content

This short course provides learners who want to enrol in the next NZCFS Level 1 or 2 intake an opportunity to formally enrol as a YMCA student without delay. Learners can start building on their literacy, numeracy and study skills and become oriented with their upcoming qualification content.



#### What you will do:

A series of short and practical projects with embedded literacy, digital literacy and numeracy tasks, including;

- Set up a Gmail [email] account and interact with Google Docs
- Look at and find out learning preference & styles
- Carrers support
- Engage with Pathways Awarua™ [literacy-numeracy online learning].
- Learn MS PowerPoint™ basics
- Digital safety and etiquette
- Learner licence
- Steps to being work ready

#### Pathway:

New Zealand Certificate in Foundation Skills Level 1 or Level 2 [depending on goals and prior learning].

### Intakes

#### Intake Dates\* 2022

Throughout the year, 1<sup>st</sup>  
February- 13<sup>th</sup> December

#### Duration:

20-120 hours  
Up to 4 weeks  
Full-Time  
[or part thereof]

#### Entry criteria:

- 16-65 years of age
- NZ citizen or permanent resident
- Not enrolled elsewhere
- Subject to Literacy/ Numeracy

### Additional Information

Phone: 03 366 0689  
Location: Christchurch  
Email: [education@ymcachch.org.nz](mailto:education@ymcachch.org.nz)  
Website: [www.ymca.org.nz](http://www.ymca.org.nz)

#### Course Costs

**FREE**

#### Additional Expenses

Learners must provide their own lunch

#### Approximate Cost

At learner expense